

C4DISC Steering Committee

Running Agenda and Minutes from 8/22/22

Handy links

C4 DISC website | C4DISC Drive space | Minutes from earlier steering committee meetings
Steering Committee list email: c4disc@googlegroups.com

Steering Committee membership

11/27/2023

- Actions from last meeting
 - Style guide/guidelines for the Toolkit launch - Patty and Rebecca working on this and other procedures. (Patty & Rebecca—will get this back to this before the next meeting, Nov. meeting)
 - Create wording to get feedback from Toolkit for DE WG on how the process worked (e.g. working with Steering Committee, cycle, feedback, publishing, etc (Bernie) **Bernie will try to get feedback from the WG this year and the request sent can be the template for future resource feedback. Do we have a Process doc for new toolkits we can add this step to?**
 - Open meeting for community in Jan. 2024 to update on C4DISC last year's efforts and future plans. **Bernie to draft slideshow plan - for feedback from SteerCo subgroup of Alice, Vanesa, Gillian and Charlotte to review and input - to be sent for review this week**
 - Invite reps from member DEI committees to a knowledge-sharing meeting (also below) **On hold until Jan. Still missing some DEIA staff/rep names from Members**
 - Honoraria decision (see below)
 - Strategic priorities (see below)
- Working group updates - please read (or update if you're a liaison) the Google doc before the meeting
- Members 14 / Partners 24 / Adoptees 144 (Updates) (Vanesa)
 - **Adopting orgs:** COSMIC JOURNAL OF BIOLOGY

- Website: <http://journals.cosmic.edu.pk/CJB/>
- Prospective members update
 - LYRISIS (pending application - Bernie is contact)
 - EASE conversation
- Budget
 - Finances - invoices/renewals update (Vanessa)
 - Non-renewals for 2022-23 (Elsevier, NCA- rejoining)
 - Working with Patty for CSE renewal (Vanessa to confirm receipt of payment)
 - Honoraria pilot continuation/ refine process
 - Vanessa is working with Kim to complete final payments- 3 payments left to be paid out.
 - Process questions:
 - Contact existing volunteers about eligibility
 - Update eligibility criteria to include active participation
 - Proactively identify eligible volunteers going forward
 - Define triggering event
 - Standing Committees vs Working Groups/Task Forces
 - Confirm \$ amount
 - Vote to continue honorarium as pilot for the remainder of this FY at \$300- **Vote results-Approve to continue the honorarium program**
 - Add this to the community call conversations –perhaps Community of Practice topic for decision – for feedback
- Request to print Toolkits from Duke University Press- Bernie and Melanie working together on this project. Will provide updates once the work begins.
- Strategic objectives update
- Communications Update (Bernie)
 - Meeting with WE Survey group this month to plan comms for results feedback
 - Communications & Outreach Committee invitation for volunteers to go out early December
 - Date needs to be set for January annual Meeting for C4DIsC Community broadcast
 - Channel Counts There was modest growth for most channels in november. X/Twitter declined by 1. Do we invest in another channel? Something to be discussed once we form the Communications and Outreach Committee.
- December 25th meeting - reschedule or cancel? Outcome- cancel December and reschedule for Jan. 2024

- ALPSP DEIA research proposal [I](#) (see separate email dated November 16 (Alice to leave meeting - Charlotte to lead the discussion) (Outcome-follow-up communication requesting for more info)
 - Would this be useful, has similar work/research already been undertaken in this area?
 - The cost of this project makes it unlikely that ALPSP would be able to fund this alone, would this be something of interest for C4DISC to undertake (can you approach them)? There may be other funders Wellcome, etc.