

Minutes for Committee Members Meeting

Date: December 12, 2015

Time: 1:30 PM CDT

Means: Conference Call

Attendees: Gary An
Ahmet Erdemir
Marc Horner
Joy Ku
Bill Lytton
Lealem Mulugeta

Not Available: Tina Morrison
Jerry Myers
Lu Tian

Agenda:

1. Proposed member - Alison Marsden – 5 min.
2. Update on new member recruitment for advisory council - 5 min.
3. Ten Simple Rules publication & survey analysis update - 5 min.
4. New initiative on documentation of M&S workflows - 5 min.
5. Recap of action items from previous meeting - 5 min.
6. Other - 5 min.

Action Items:

See Notes for details.

- **Lealem:**
 - Follow up with Alison Marsden to bring her as an Advisory Council member.
 - Forward invitations to meetings for survey data analysis to Marc and other interested parties.
 - Update previous meeting minutes to correct list of action items.
- **Ahmet:**
 - Follow up with Silvia Blemker at University of Virginia about joining the Committee.
- **Lealem & Ahmet:**
 - Follow up with Marc about joint to IMAG/MSM mailing list.

Notes:

1. **Proposed Member.** The Committee reached out to Alison Marsden if she would be interested in contributing to the Committee. She recently moved to Stanford University. She may be interested in the Executive Committee and eventually the vice chair or co-chair positions. Nonetheless, her bandwidth may be limited and she may be more suitable to the Advisory Council. Following discussions, the group decided to bring her in to the Advisory Council. ***Lealem will follow up and copy Joy to bring Alison Marsden to the board.***

2. **Member Recruitment for Advisory Council.** Ahmet sent an e-mail to Patricia Mabry, who recently moved to Indiana University. He did not receive any feedback yet. ***Ahmet still needs to follow up with Silvia Blemker at University of Virginia about membership to the Advisory Council.*** In response to Marc, Lealem mentioned the targeted involvement in Executive Committee Roster (10 people) and Advisory Committee (12 people).
3. **Ten Simple Rules.** Data analysis group will have a regular meeting, every third Wednesday starting in January. The goal is to have an hour discussion towards completing data analysis. ***Lealem will forward the invitation to the meetings to anyone who may be interested in.*** Marc note that he started reading about the activity to familiarize himself with the Committee perspective and the public survey. Marc is interested in joining the meetings on data analysis.
4. **Initiative on M&S Workflows.** Lealem described the initiative on documenting modeling & simulation workflows. Lealem and Ahmet worked with Tony Hunt to generate sample workflows based on their discipline and modeling domains. Tony distributed these to the Systems Biology Working Group of the IMAG/MSM to ask other modelers provide their own. This will eventually help understand differences and overlaps among disciplines and modeling modalities. A forum entry was created. Pras provided some comments on the forum. Pras and Lealem will discuss some fine points by phone. Pras circulated information within the FDA. Joy reached out to Simbios mailing list. Lealem tried to e-mail to the whole IMAG/MSM list. Joy asked about e-mailing Biomch-L. In response, Ahmet wondered how aggressively we should look for feedback. Lealem noted that we have not been getting much feedback, therefore it may be better to reach out more.
5. **Recap of Previous Action Items.**
 - Ahmet moved Jim Thomas to past members list.
 - Lealem got input on how to move forward regarding Alison Marsden's membership.
 - Gary reached out to Markus Reiterer and Carol Herman again but did not receive any response. The Committee will move on.
 - Gary sent the link for the final Avicenna roadmap.
 - Lealem scheduled regular meeting for interpretation of survey results. ***Lealem needs to update previous meeting minutes to correct the list of action items.***
6. **Other Business.**
 - Marc asked about joining IMAG/MSM lists. ***Lealeam and Ahmet will follow up to get Marc involved with IMAG/MSM.***