

# Minutes for Committee Members Meeting

**Date:** April 29, 2015

**Time:** 1:00 PM CDT

**Means:** Conference Call

**Attendees:** Gary An  
Ahmet Erdemir  
Joy Ku  
Bill Lytton  
Jerry Myers  
Lealem Mulugeta

**Not Available:** Tina Morrison  
Lu Tian

## Agenda:

1. Survey results (next steps – see below for summary for results) – 10 min
2. Publications - 5 min
  - (a) BMES/FDA Poster
  - (b) PLOS outline
3. Glossary – 5 min
4. Advisory Council Meeting - 5 min
  - (a) Still poling the members to schedule meeting
  - (b) See minutes from previous meeting for some information on what the Co-chairs will discuss with the AC
  - (c) Committee members are encouraged to provide input on meeting agenda topics
5. Other business – 5 min

## Action Items:

See Notes for details.

- **Ahmet:**
  - Ahmet will make the poster for BMES/FDA conference.
  - Ahmet will work on tidying up the Ten “Not So” Simple Rules manuscript.
  - Ahmet will contact Jim Thomas to see if he wants to continue to be part of the Advisory Council.
- **Lealem:**
  - Setup meeting schedule for the Advisory Council.
  - Lealem will prepare some slides for IMAG to propose the implementation of Committee and grantee discussions through webinars.
- **Gary:**
  - Forward documentation on upcoming Avicenna activities.
  - Send the list of papers in the upcoming issue on Clinical Application of Multiscale Modeling.
- **Data Analysis Group:**
  - Start analyzing survey data.

## Notes:

### 1. Survey.

- Data analysis group met and went over the responses. Lu conducted a quick analysis and noted that the participant number may be appropriate. Lealem provided a summary of the frequency of categorized response, e.g. based on location, education, background, context of use, experience level, etc. The possibility to reach out to communities, which may not be well represented, was discussed. Ahmet noted that for the time being, we may want to focus on analyzing the data to come up with the community response, indicating potential limitations due to our sampling. ***The Data Analysis Group will start analyzing the survey data.***
- Ahmet emphasized that the survey data are available in the repository for anyone to use.
- Lealem indicated that the data analysis group is aiming for open discussions in the public forums to provide transparency.

### 2. Publications.

- ***Ahmet will make the poster for BMES/FDA conference.*** The poster should be ready for review by the Committee members within a week. With the full clearance to publish any and all content without any NASA export control, the poster will be placed in the public source code repository.
- Following full clearance to publish any and all content without any NASA export control, Ahmet uploaded the manuscript to the source code repository, including his initial draft and Lealem's comments. ***Ahmet will work on tidying up the document.*** All Committee members are encouraged to contribute.

### 3. Glossary.

- There has not been any activity for the Glossary. Lealem reiterated that Mark Hohner wants to be involved in defining terms. Lealem reached out to him for contributions.

### 4. Advisory Council Meeting.

- Lealem is still polling members for a mid- or late May conference call. Lealem will setup the meeting schedule. ***Ahmet will contact Jim Thomas to see if he wants to continue to be part of the Advisory Council.***
- The plan for the conference call is to mainly talk about survey. Executive Committee members were encouraged to recommend any other issues for discussions with the Advisory Council.

### 5. Other Business.

- Lealem and Ahmet noted that the web based browsing of source code repository (Subversion) folders do not work. Joy mentioned that re-installation of this feature can be prioritized.
- Ahmet reminded the Committee members about the possibility to leverage the model credibility plans that need to be provided as part of the applications for new NIH program announcement. It is possible to ask grantees to provide a webinar on their model credibility plan, where Committee members can learn different perspectives and may provide feedback before the activity intensifies, a proactive rather than a reactive approach. Lealem has an upcoming presentation to IMAG on June 4, 2015. ***Lealem will prepare some slides for IMAG to propose the implementation of Committee and grantee discussions through webinars.***
- Gary noted that he has been reviewing Avicenna roadmap and will be attending to their next meeting. ***Gary will forward some documentation in this regard.*** Ahmet will be meeting with Marco Viceconti (from Avicenna initiative) at the BMES/FDA conference. Lealem may join.
- A special issue on Clinical Application of Multiscale Modeling will be coming up. Bill and Gary are contributing to this special issue. Model credibility, and activities associated to establish it, can be mentioned in these specific issues. ***Gary will send a list of papers to Lealem and Ahmet.***