

Minutes for Committee Members Meeting

Date: January 22, 2016

Time: 12:00 PM CDT

Means: Conference Call

Attendees: Ahmet Erdemir
Marc Horner
Joy Ku
Bill Lytton
Lealem Mulugeta
Jerry Myers

Not Available: Gary An
Tina Morrison
Lu Tian

Agenda:

1. Update on member recruitment - 5 min.
2. Ten Simple Rules survey analysis update - 5 min.
3. Abstract submission to BMES/FDA Frontiers in Medical Devices Conference - 10 min.
4. Update on initiative for documentation of M&S workflows - 5 min.
5. Other - 5 min.

Action Items:

See Notes for details.

- **Lealem:**
 - Submit FMD abstract
- **Marc:**
 - Take care of drafting the V&V Symposium abstract
 - Follow up with Bill to check on the possibility of co-locating V&V40 meeting with IMAG MSM meeting
- **Joy:**
 - Send out work-flow contribution request to molecular dynamics and Biomech-L
- **Jerry:**
 - Reach out to potential Committee members to fill vacant positions

Notes:

1. **Members recruitment.** Lealem emailed Alison Marsden to invite her to be an Advisory Council member. He will contact her again if she does not respond by late next week.
 - Ahmet reached out to Silvia Blemker to join the Executive Committee. Silvia is a professor at University of Virginia and does muscle modeling.
 - We still need to fill one more spot on the Advisory Council roster. Jerry Myers has offered to reach

out to some potential candidates. Ahmet and Lealem confirmed to Jerry that affiliation background (e.g. government vs academia) is not as important as the person's willingness to participate and has a unique background that can bring new ideas to the table.

2. **Ten Simple Rules data analysis.** The general outcome of the meeting was that we need to establish clear analysis criteria. To do so, we need to understand how the duplicate questions affected the survey outcomes. Lu has agreed to run an analysis to help with this. However, all team members should review the data with this purpose in mind. For more details, please review the meeting minutes from January 13, 2016: https://simtk.org/websvn/wsvn/cpms/doc/minutes/dag_20160113.pdf
 - Next meeting will be held on February 3rd. All committee members are welcome to join. Just contact Lealem to send you the meeting invitation.
3. **BMES/FDA FMD Abstract submission.** Dat
 - Lealem will take care of submitting the abstract once all comments have been incorporated
 - Make sure to capture Martin's points regarding the fact CPMS approaches the practice of M&S (in any application domain) both from the development and use of the M&S perspective. However, V&V traditionally occurs at the end of model development, can only hope to inform how an M&S may be used, but does not address or assess how an M&S is actually used. This may be an area where CPMS and V&V40 may differ.
 - To fit within the one page limit of the abstract, the affiliation of all co-authors will be reduced to CPMS and V&V40. The acknowledgments section will provide a link to the CPMS members where full affiliations are provided.
 - Marc noted that ASME V&V Symposium abstract deadline is next Friday, and has agreed to reformat the content of the FMD abstract to fit the Symposium format.
4. **Initiative on M&S Workflows.** No real progress has happened
 - Joy has advertised it to BioSim, and she will send them to Molecular dynamics and Biomech-L mailing lists
 - Pras from FDA and AC member has been seeing input from some CPMS members regarding credibility work-flows in relation to other tasks he has been working on at the FDA. Lealem will respond to Pras' requests soon.
 - Lealem will need to resend the work-flows activity to the IMAG MSM list serve. It seems to have bounced when he sent it the first time.
5. **Other Business.**
 - Bill Lytton mentioned that the next IMAG MSM meeting will be in October and the topics of CPMS and V&V may have some fit into the agenda. Marc also suggested the possibility of co-locating the V&V40 meeting with the IMAG MSM meeting so that there are more cross-initiative interactions. Marc will reconnect with Bill to discuss this possibility further.
 - Ahmet received an email from a U01 applicant asking what should be included in the model credibility plan. Ahmet shared the Committee perspective poster to the applicant and told them to use it as a guideline.