



Resume of the CETAF 37 General Meeting: decisions and outcomes

21st – 22nd April 2015, Botanic Garden Meise

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Aims of the CETAF37 were to conduct the yearly CETAF business meeting that is reported to the legal bodies in Belgium and to consolidate the CETAF Strategy and Strategic development plan for 2015-2025 during the CETAF strategy workshop.

Items approved by inter-sessional vote prior to CETAF37

1. CETAF Bylaws (approved on the 17th April 2015)

Items approved during CETAF 37

1. Agenda of CETAF 37
2. Minutes from CETAF36
3. CETAF Financial report and the CETAF 1st Quarterly Report for 2015
4. Discharge of the Executive Committee
5. Report from the CETAF Chair and Executive Committee (October 2014-April 2015)
6. Report from the General Secretariat (October 2014-April 2015)
7. CETAF and CETAF Executive Committee activities report and proposal for 2015-2016
8. Outcomes of the CETAF strategy workshop

Documents approved during CETAF 36

1. CETAF Memorandum of Understanding
2. CETAF Guidelines for the Integration, Adoption and Endorsement of entities

Items to be submitted for final comments and/or inter-session vote before CETAF38

1. Proposal on the endorsement of the European Journal of Taxonomy by CETAF
2. Proposal for the CETAF Secretariat Work Plan 2016-2019
3. Proposal for the renewal of CETAF member commitments
4. Proposal for the CETAF Business model
5. CETAF Strategy and Strategic development plan
6. CETAF Best Practice on ABS

CETAF products and outcomes presented

1. Article on CETAF in Taxon (Taxon 63(5): 1161-1163. 2014)
2. CETAF presentation leaflet
3. CETAF information poster
4. CETAF promotional video:
YouTube: https://www.youtube.com/watch?v=zzRJFNCAHMo&list=PLnyjF-raq024Y_eQaOzp_MfFR7A9tBRJR
5. CETAF social networks (Facebook, Twitter, LinkedIn)

CETAF initiatives and reports presented

Erasmus+ proposal – **BioTalent**

The CETAF Training and E-Learning in Taxonomy group (see CETA37 item 14.2) conducted a survey on e-learning programmes in Europe (see results on <http://www.cetaf.org/workgroup/training-and-e-learning-group>) and used their findings to focus on developing a collaborative initiative under the Erasmus+ programme with the aims of 1) designing a general format and methodology for an e-learning course; 2) the pilot implementation, validation and final evaluation of the e-learning course. The proposal, with 5 project partners (RBINS Brussels, NHM Crete, RBG Edinburgh, NHM Budapest and the CETAF AISBL) was submitted on 30 March 2015. The project passed the first stage of evaluation on April 22nd 2015.

CETAF bodies reporting

1. CETAF Earth Sciences Group. Coordinator Johanna Eder.
The second meeting of the Earth Sciences Group took place on Tuesday 21 April at the Botanic Garden Meise. The group worked on the integration of Earth sciences into the CETAF ten-year strategy and on priority topics for the group to focus on in the immediate future (integration of palaeontology data into the Catalogue of Life, cataloging of type specimens (agregation / preparation), development of protocols for data exchange and the further development of GeoCASE for minerals and rocks (sharing of protocols for data exchange and standardisation of geological names, contacting TDWG). The group will present their Terms of Reference at CETAF38. Persons interested in joining the group are invited to contact the group coordinator (johanna.eder@smns-bw.de).
2. CETAF Information Sciences and Technology Commission – ISTC. Coordinator Anton Güntsch.
A joint ISTC and EU BON informatics meeting was held in Joensuu, Finland on the 17-20 March 2015. A number of topics were jointly discussed, including the initiation of a geo-referencing initiative, the exploration of crowdsourcing initiatives for label transcription and the possibility of developing a proposal under the next H2020 Big Data call that will be opened in 2016/2017. The definition of Chief Information Officers will be created with the aim of clarifying this role and connecting the CIO's from CETAF institutions with the ISTC. A Unique Identifier Hackathon will be organized after the CETAF38 meeting in Geneva to focus on the joint developments of services and implementation. The next meeting of the CETAF ISTC will be held jointly with the CETAF Digitisation Group in Bratislava in 2016.
3. CETAF Legislation and Regulations Group. Coordinator Connie Löhne.
The group has been preparing a package of documents on Access and Benefit Sharing for CETAF (Best Practice, Practical Guidance etc.); **a.** CETAF Best Practice on ABS to be circulated for final comments and submitted for inter-sessional vote; **b.** input will be requested from CETAF members on annotations to the ABS Best Practices & FAQ; **c.** Standard Material Transfer Agreements will be discussed, including the possibility of developing an IPEN-type agreement within CETAF; **d.** Disclaimer drafted for use in publications *"Data on genetic material contained in this paper are published for non-commercial use only. Utilization by third parties for purposes other than non-commercial scientific research may infringe the conditions under which the genetic resources were originally accessed, and should not be undertaken without obtaining consent from the corresponding author of the paper and/or obtaining permission from the original provider of the genetic material."*
The group will organise a *CETAF Training and Discussion Workshop* on ABS in September or October of 2015.

Actions undertaken during CETAF 37

1. The nomination period for candidates for the CETAF Executive Committee was officially opened. The CETAF elections will be held at CETAF39 in 2016 (email communication will be sent to Directors & Representatives – announcement will be posted on the CETAF website)
2. CETAF election schedule agreed (nomination period opened on the 21 April 2015, nomination period closes on 30 November 2015, first list of candidates to be circulated on the 8 January, final list of candidates, with personal statements from the candidates, to be circulated 2 months before the CETAF 39 meeting)
3. CETAF Secretariat Evaluation Panel review – ongoing. Panel will visit the Secretariat and hold a day meeting in Brussels in July 2015.
4. A proposal that CETAF holds a symposium at the BioSyst.EU meeting in Gothenburg, Sweden on the 15-18 August 2017 has been sent to BioSyst.EU. Upon confirmation, a call for organizers for a CETAF symposium will be circulated to CETAF members
5. CETAF (the CETAF Strategy Group) will review and contribute to the GBIF draft strategic plan 2017-2021 (GBIF stakeholder participation call)

Activities undertaken during the meeting

1. CETAF strategic development workshop on the CETAF strategic areas: collections, taxonomy, Science policy and lobbying and e-learning and taxonomy training. Group review of the proposed components and associated objectives, actions and actors. Presentation to the General Meeting of the results of the individual workshops.
2. CETAF Strategy Group questionnaire : *challenges faced by taxonomy and collections over the next ten years (Questionnaire to be made available electronically).*
3. CETAF meeting discussion topics survey conducted to identify key areas for discussion in upcoming CETAF meetings (joint projects, funding initiatives, creation of a CETAF European Research Agenda)

New members

Observer from Charles University Prague: Czech Republic consortium.

Next CETAF meeting

CETAF38 in Geneva, Switzerland on the 13th-14th October 2015. Hosts: Conservatory and Botanical Garden of the City of Geneva and Museum of Natural History of the City of Geneva.

Items for CETAF 38

1. CETAF Strategy and Strategic development plan
2. CETAF General Secretariat Work Plan (2016-2019)
3. CETAF Member commitments
4. CETAF Business model