



## Minutes

*Exploring and documenting diversity in nature*

CETAF AISBL

### CETAF 37 General Meeting, 21<sup>st</sup> 22<sup>nd</sup> April 2015

Botanic Garden Meise, Belgium

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*Host*

**Botanic Garden Meise**



*Venue*

**Botanic Garden Meise. Bouchout Castle**

*Address*

Bouchout Domain, Nieuwelaan 38,  
1860 Meise,  
Belgium

*Director:*

**Steven Dessein**

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*Notes:* Course of the meeting according to the approved Agenda

*Annexes:*

- Agenda for CETAF 37
- Annexes to the Minutes (numbered 1 to 15)

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*Authors*

Ana Casino (General Secretary), Lise Goudeseune (International Affairs and Networking)

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**PARTICIPANTS (in alphabetical order):** Svetlana BANCHEVA (Bulgarian Academy of Sciences, Sofia), Luca BARTOLOZZI (Natural History Museum of Florence), Walter BERENDSOHN (Botanic Garden and Botanic Museum Berlin-Dahlem), Björn BERNING (Upper Austria State Museums - Biology Centre Linz), Irene BISANG (Swedish Museum of Natural History, Stockholm), Angelika BRANDT (NORe Consortium), Vanessa DEMANOFF (National Museum of Natural History, Paris), Steven DESSEIN (Botanic Garden Meise), Johanna EDER (State Museum of Natural History, Stuttgart), Jiří FRANK (National Museum Prague), Patrick GROOTAERT (Royal Belgian Institute of Natural Sciences, Brussels), David HARRIS (Royal

Botanic Gardens Edinburgh), Elspeth HASTON (Royal Botanic Garden Edinburgh), Christoph HÄUSER (Natural History Museum, Berlin), Aino JUSLÉN (Finnish Museum of Natural History-LUOMUS, Helsinki), Urmás KOLJAGL (University of Tartu), Jiří KVAČEK (National Museum Prague), Cornelia LÖHNE (Botanic Garden and Botanic Museum Berlin-Dahlem), Norman MACLEOD (Natural History Museum London), Karol MARHOLD (Slovak Academy of Sciences, Bratislava), Fridtjof MEHLUM (Natural History Museum, University of Oslo), Patricia MERGEN (Royal Museum for Central Africa, Tervuren), Eva-Maria NATZER (Bavarian Natural History Collections, Munich), Carole PALECO (Royal Belgian Institute of Natural Sciences, Brussels), Beáta PAPP (Hungarian Natural History Museum, Budapest), Alan PATON (Royal Botanic Gardens Kew), Claes PERSSON (Gothenburg Natural History Museum), Stephanie PIETSCH (Zoological Research Museum Alexander Koenig, Bonn), Michelle PRICE (Conservatory and Botanical Garden of the City of Geneva), Isabel REY FRAILE (National Museum of Natural Sciences, Madrid – CSIC), Eirik RINDAL (Natural History Museum, University of Oslo), Celia SANTOS MAZORRA (National Museum of Natural Sciences, Madrid – CSIC), Nikolaj SCHARFF (Natural History Museum for Denmark, Copenhagen), Erik SMETS (Naturalis Biodiversity Centre, Leiden), Ari TAPONEN (Finnish Museum of Natural History-LUOMUS, Helsinki), Isabella VAN DE VELDE (Royal Belgian Institute of Natural Sciences, Brussels), Ernst VITEK (Natural History Museum of Vienna), Catherina VOREADOU (Natural History Museum of Crete).

From the **General Secretariat**: Ana CASINO, Lise GOUDESEUNE, Christophe COEL.

**Observers**: Patrik MRÁZ (Charles University of Prague).

## Day 1: Tuesday 21<sup>st</sup> April (13.00 – 17.30) – CETAF37 General Meeting

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### OPENING OF THE CETAF37 GENERAL MEETING

The CETAF37 meeting is officially opened by Michelle J. Price, Chair of CETAF, at 13h00. The Chair welcomed the participants and outlined the aims and expected results of the CETAF 37 General Meeting (as outlined in the introduction to the CETAF37 Agenda). Steven Dessein was thanked for hosting the General Meeting, arranging the guided tours and organizing the travel logistics for meeting participants under challenging circumstances.

### WELCOME ADDRESS

Steven Dessein (SD), Director of the Botanic Garden Meise, gave a welcome address to the CETAF37 General Meeting for the host institution. This included a presentation of the long and rich the history of the Botanic Garden Meise and an overview of its current activities.

1. **Approval of the Agenda CETAF37.** A slight modification to the agenda was proposed and the report on ESFRI (item 13.1) by Christoph Häuser was moved to the afternoon of the first day as C. Hauser would not be present for the second day of the meeting. The modified Agenda was voted on and approved (**Annex 1**).
2. **Approval of the records of the previous meeting.** The minutes from the CETAF36 meeting, held on 14<sup>th</sup>-15<sup>th</sup> October 2014 and hosted by the Natural History Museum of Vienna, Austria, were distributed to the CETAF membership on the 16<sup>th</sup> January 2015 together with the Agenda of CETAF37 and the invitation to attend the meeting. The associated annexes for CETAF36 (numbered 1-25) were made available via CETAF website. The **CETAF36 Minutes (Annex 2)** (including its associated electronically available Annexes) were voted on and approved.
3. **Report from the Chair and Executive Committee (October 2014-April 2015),** presented by Michelle J. Price, following the document uploaded on the CETAF website (CETAF37 Meeting Package). The activities of the Chair and the Executive Committee during the five months reporting period after CETAF36 were detailed. The EC and Chair Report (**Annex 3**) was voted on and approved.

An outline of the recent CETAF activities, actions and achievements was presented by the Chair.

*European Journal of Taxonomy (EJT).* The proposal of EJT to become the official journal of CETAF was withdrawn during CETAF36 and the discussions held highlighted the need for some CETAF guidelines on which to base any future decisions. The EC considered the issue in depth and drafted general guidelines for CETAF endorsement, adoption and integration of entities or initiatives. These guidelines are to be submitted to vote during the CETAF37 meeting. The issue will be followed up with the EJT, based on the outcome of the inter-sessional vote.

*Article on CETAF.* The Chair presented the article on CETAF that was published in TAXON (Taxon 63(5): 1161-1163. 2014.). She stressed the importance that the members of the Working Groups receive recognition for their work via the output of products, articles, statements or other sorts of documentation. These also contribute to the creation of the modern CETAF portfolio. CETAF should build up a portfolio of products, statements and other sorts of documentation to show to third parties and demonstrate its evolution and commitment to its objectives.

*Involvement of CETAF in BioSyst 2017.* The Chair reminded the members that the involvement of CETAF in BioSyst 2017 was approved at CETAF36. The EC has discussed this issue and subsequently sent a proposal for organising a symposium at the BioSyst Conference 2017 (15-18 August 2017) to Bengt Oxelman, the local organiser. This was considered to be an exciting opportunity to promote CETAF among systematics societies in Europe, whether to the organisations themselves or to the individual members. Upon confirmation, a call for organizers will be opened and circulated among CETAF Members. The General Secretariat will be responsible for facilitating

and circulating the information about the meeting. The programme of the meeting will be made available on the CETAF website.

*CETAF collaboration with Species2000.* The Chair has been in contact with Species2000 to discuss CETAF-Species2000 relationships. The Species2000 – CETAF Memorandum of Understanding should be reviewed in the light of the changes and strategic developments that have taken place in both CETAF and Species2000. Once the CETAF strategy document is finalized CETAF and Species2000 will begin discussions on future collaborations and the drafting of a new Memorandum of Understanding.

*CETAF contact with the Botanic Gardens Conservation International (BGCI).* In relation to potential new collaborations, the Chair pointed out that contacts with Botanic Gardens Conservation International (BGCI) have been renewed. The change in the General Secretary of the BGCI in late 2014 have delayed the process.

*CETAF and the International Association for Plant Taxonomy (IAPT).* CETAF has approached the International Association for Plant Taxonomy (IAPT) to identify mutual interests and explore the possibility of entering into a closer partnership. This has been discussed by the IAPT council and was seen favourably. Once the CETAF strategy is in place these discussions will continue.

*CETAF and SciColl.* The GS has maintained close contacts with Eileen Graham (SciColl) after her invitation to present SciColl and its activities at the CETAF36 meeting. CETAF was invited to participate in the GRBio workshop in Washington (26-29 April 2015). Ana Casino and Patricia Mergen will attend this workshop on behalf of CETAF. CETAF will explore the possibility of becoming the European reference in the GRBio initiative. Further developments on this collaboration will be reported at CETAF 38.

*CETAF and GBIF.* CETAF received an invitation to contribute, as an associate partner, to the development of the GBIF strategic plan 2017-2021. The CETAF strategy group and CETAF EC will respond to this invitation.

*CETAF and its future focus.* The Chair indicated that CETAF's future steps should be active engagement with the European Commission, creating common initiatives, and especially ones that do not rely entirely on European funding, and searching for alternative funding sources (other than Horizon2020).

**4. Financial reports** (previously uploaded to the website in the meeting package) are presented by Ana Casino (GS) and Ernst Vitek (Treasurer).

**4.a) The Annual Accounts 2014** have been closed and are consistent with the expected figures, as given for the Budget 2014. Differences are outlined in reference to the expenses due on the website as this needed additional investment on the Community / private area. This unforeseen expense used the budget that was not assigned (was unspent) for 2014 and was also offset by reduced expenses in other areas. The Secretariat (GS) travel expenses were higher than the proposed budget for 2014 due to exceptional circumstances. The GS was able to attend the IPBES-2 meeting in South Korea and participate in the side event on the Nagoya Protocol. All the fees for 2014 had been paid by end of 1<sup>st</sup> Trimester 2015 and new Invoices for Membership fees 2015 will be issued right after CETAF37.

Erik Smets (ES) (Naturalis, Netherlands) asked for confirmation on the outstanding payments and Ernst Vitek (EV, NHM Vienna) confirmed that there were none, and that all fees for 2014 had been paid by 31<sup>st</sup> March 2015.

**4.b)** The **Auditors Report 2014**, was presented by Erik Smets, on behalf of the two Auditors, Olof Biström (NHM Helsinki) and himself. He stated that all the documents had been checked and the Annual Accounts totally reflect the documented incomes and expenses for 2014. The auditors recommended the approval of the Annual Accounts.

The **CETAF Annual Accounts 2014 (Annex 4.a)** were voted on and approved.

**4.c)** The GS together with EV (NHM Vienna) presented the **1<sup>st</sup> Trimester 2015 Financial Report** and stated that expenses followed the expected figures for the Budget 2015, and no special remarks needed to be made. More detailed explanations for each concept are provided in the Financial reports provided to members (CETAF37 Meeting Package). The **CETAF 1<sup>st</sup> Trimester 2015 Financial Report (Annex 4.b)** were voted on and approved.

Patrick Grootaert (PG) (RBINS Brussels) requested the discharge of the CETAF Executive Committee for their duties. The **discharge of the CETAF Executive Committee** was voted on and approved.

**5. Report of the General Secretariat (October 2014-April 2015)**, presented by Ana Casino (GS), following the report in the CETAF37 Meeting Package.

The GS highlighted the main actions undertaken internally (financial issues, personnel, legal obligations, archives, website and community space development) and also externally towards third parties (collaborators, partners, advisors and interested bodies and prospective CETAF members). Special reference is made to the new employees of CETAF. The GS officially introduced Lise Goudeseune, the International Affairs and Networking Officer, and Christophe Coel, in charge of Communications. The GS highlighted the high level of applicants, in general, to these two positions and welcomes the two new team members, giving a brief biography of each one and describing their respective tasks.

The GS also presented the new CETAF promotional material, the CETAF leaflet and the CETAF Poster, that have been distributed to all CETAF37 participants. She, once again, reminded members of the need to be active on the CETAF website by using it periodically and contributing to the community space. The different channels of communication that have been opened (Facebook, Twitter, LinkedIn and YouTube) were also highlighted.

EV (NHM Vienna) reminded the members of the importance of establishing links to the CETAF website on their own respective websites.

Aino Juslén (NHM Helsinki) suggested that a hashtag for CETAF37 should be created. This was done by Christophe Coel during the meeting session.

The CETAF GS emphasized the need for CETAF members to get involved and use all available media to communicate within the CETAF community and with any related/interested third party. She encouraged members to invite their colleagues and people from their institutions to subscribe to the CETAF website and share the information. Finally, in order to have an overall and cohesive view of CETAF as an association, those institutions with outstanding Passports, were requested to send them to the secretariat.

The **Report of the General Secretariat (May 2014-October 2014) (Annex 5)** was voted on and approved.

Following the change of the Agenda item 13.1 is presented.

**13. ESFRI EUCOLL Proposal**, presented by Christoph Häuser (CH) (Vice-Chair, MfN Berlin) (**Annex 13.1**. Summary of the ESFRI-EUCOLL proposal).

The ESFRI is a governmental level initiative for large scale and financially backed infrastructures. ESFRI includes six domains, Environmental Sciences being the one that is most relative to CETAF. It focuses on the development of research infrastructures that can only be deployed and enforced at a Europe-wide scale and that would contribute to the European Research Area. The ESFRI Roadmap is updated every two years, with the next scheduled for 2018. CETAF as an association cannot be directly involved in an ESFRI proposal since only governments can become partners, thus it is the role of CETAF members to relay information to their respective governments on the processes and to identify their national contact point and national roadmap. CH encouraged everyone to become informed on their national processes and any existing or foreseen national infrastructures so that they can begin negotiating with their national agencies and be ready to join future initiatives in the field of biodiversity infrastructures.

ESFRI-EUCOLL envisaged a coordinated and distributed European Global Research Infrastructure based on natural science collections that would stand as the European partner for Global joint actions and that would enable and greatly facilitate large-scale interdisciplinary research projects with socio-economic impact and the improvement of scientific excellence. CH informed the meeting that the ESFRI-EUCOLL initiative was not submitted based on the decision of the main supporter country (Germany) not to go ahead with the initiative within the 2015 call.

**6. CETAF and CETAF EC activities report for 2014-2015 and proposal for 2015-2016.** The Chair presented a summary of CETAF activities, indicating that this was based on the CETAF and CETAF EC Reports that were part of the CETAF37 meeting package. A special focus was placed on the collective CETAF achievements and outcomes:

- The CETAF Bylaws. These were approved inter-sessionally on 17 April 2015.
- The three-year evaluation of the Secretariat. . The Evaluation Panel has been contacted and its members are currently reviewing the work of the General

Secretariat (all documents needed already uploaded at the CETAF website). The report will be sent to the EC by August and would then be submitted and approved at CETAF38.

- CETAF membership renewals. The CETAF commitments, membership renewal and membership fees will be reconsidered and discussed at the next General Meeting in Geneva, together with the revised CETAF Business Model.
- CETAF Executive Committee renewal. The elections for the CETAF Executive Committee are to take place in the spring of 2016 at the CETAF39 meeting (see Agenda item 11).
- CETAF questions and questionnaires. A questionnaire “Challenges faced by taxonomy and collections over the next 10 years” that includes 10 questions related to the development of the strategy of CETAF has been circulated and will be made available on-line (you can download it from this link: <https://www.surveymonkey.com/r/?sm=%2bDh%2bgo7wmydmOtALDtWSHg%3d%3d>). To ensure that topics of concern to CETAF members are dealt with during the CETAF meetings CETAF members were invited to list these on the sheets provided. This document will also be uploaded to the website. The aim is that, now much of the necessary documentation and guidelines have been produced, that the spring meeting focuses on the administrative and budget-based affairs whereas the autumn meeting focuses more on discussions, workshops and other activities such as the creation of common initiatives and projects.
- CETAF members were encouraged to support the activities of the working groups and contribute to the submission of position papers, reports or other types of documentation.

The Chair indicated that outreach and promotion activities will become much easier thanks to the communication material already produced and the building-up of the CETAF portfolio.

The **CETAF and CETAF EC activities report and proposal for 2015 –2016 (*Annex 6.a and 6.b*)** were voted on and approved.

- 7. CETAF EC proposal for a CETAF *Memorandum of Understanding for the creation of future partnerships*.** The Chair and CETAF EC have discussed this issue and drafted a CETAF Memorandum of Understanding for use in future outreach activities to strategic partner organisations. CETAF currently has MoU’s with EU BON GBIF and Species2000. The CETAF MoU document (***Annex 7***) was voted on and approved.
- 8. CETAF EC proposal for the new General Secretariat work plan 2016-2019: strategic planning and the allocation of resources.** The Chair reviewed the progress made since CETAF36, outlining the difference between tasks that are specific to the Secretariat, and those that are specific to the CETAF members, working groups or Executive Committee. CETAF members should be in charge, amongst others things, of: the creation of the projects (while the GS can only be involved in coordination assistance or participate in the dissemination, outreach and coordination of taskforces); the

provision of information on activities of member institutions (the GS is a channel or hub for exchange); and the promotion of CETAF and its activities inside their own institutions.

The Chair explained that the new GS Work Plan, as proposed by the EC (see **Annex 8**), would be based on the CETAF priorities and divided into 5 focus areas. The major changes, with respect to the previous Work Plan, were summarized. In the first area, **(1) Operation of Administrative structures and functioning**, there will be more flexibility in the planning of the deliverables expected. For the second section, **(2) Communication and Outreach**, the Secretariat will work on and present an update of the Communication Plan at the next CETAF38 in Geneva. The third section, **(3) Liaison and promotion**, addresses external and internal actions intended to promote, disseminate and highlight the role of CETAF within the scientific community in general, and the taxonomic research, in particular. For future actions, CETAF should position itself as an advisory board to the European Commission, this is especially important now that the General Secretary has opened many doors and made with good contacts within the European institutions. The fourth area, addresses the **(4) Coordination of projects, activities and initiatives**. In this respect, Walter Berendsohn (WB, BGBM Dahlem Berlin) suggested that the association would need to pay someone to coordinate the projects in a CETAF project was to be submitted. Norman MacLeod (NM; NHM London) wanted to clarify the use of the term “coordination” by stating that an organiser / coordinator is not necessarily a leader, especially in this case. CETAF can assist in coordinating the projects but does not have the capacity to lead them. The Chair agreed but added that this situation may evolve in the future. The Vice-Chair pointed out that the European Commission requires important economic support to lead projects. EV (NHM Vienna) added that CETAF might not only participate in European or large-scale projects, where stronger economic backing might be required, but also smaller ones where CETAF could take the lead. WB (BGBM Dahlem Berlin) replied that this possibility should not be excluded and that CETAF should be flexible and open to discussion if the opportunity arises. The Chair proposes to change the term “coordination” to “support coordination” that includes all these remarks. This was approved. Finally, the Chair addressed the question of funding opportunities stating that CETAF should adapt to the new Horizon2020 but that it should also not restrict its focus on European funds. CETAF should begin to seek alternative funding possibilities.

As an umbrella section, the 5<sup>th</sup> focus area of **(5) Support of CETAF Strategic Development Plan**, deals with the supporting, coordinating, disseminating and communicating tasks associated with the undertaking of the actions in the CETAF strategic development plan.

- 9. CETAF EC proposal for new CETAF membership agreements.** The Chair explained that the CETAF EC had discussed this issue at length and, pending the outcomes of the CETAF secretariat evaluation, will draft new membership agreements for circulation to

the CETAF membership. The idea of a “renewable” commitment was considered to better suit the expectations of members, whereas a “permanent” agreement might be understood as a white card for the future or would not correspond with the financial management of institutions where open ended agreements are problematic. ES (Naturalis) agreed on the limited period for commitment and suggested the use of a 5 year term for renewing the existing (economic) agreements. For WB (BGBM Dahlem Berlin), there should not be a modification on the existing conditions as long as the non-paying members lose their rights (under the conditions settled in the Bylaws) and would become non-voting members. The Chair specified that the idea of the EC was to highlight the renewed commitment of the members to the association based on the Secretariat being fully operational and the CETAF strategy near completion, rather than complicate procedures. Alan Paton (RBG Kew) suggested that the length of the commitment should be the same as the unaltered fixed period for the amount of the fee membership, but the Chair replied that it is preferable to decouple the commitment from the fee amounts: the commitment is linked to the strategy, while the membership fees are linked to the Work Plan and the Secretariat. Steven Dessein) (BG Meise), thought that both issues should be linked and that there should be no discrepancy between them. The Chair then, suggested a 3 or 5 year renewable commitment, to be decided by the membership. NM (NHM London) indicated the need to increase the fees every year to cover the rise in expenses. Members of the floor indicated that this could be linked to an inflationary rate. Patricia Mergen (RMCA Tervuren) added that at her institution it is stated that a rate of a certain % /year increase is done accordingly to cover price increases. EV (NHM Vienna) indicated that, in his position of CETAF Treasurer, an indexation should be established with respect to the inflationary rate and SD (BG Meise) suggested that the members should consider linking the fees to an agreed index, with a review every 3 or 5 years. The Chair indicated that the CETAF Business model, including the membership fees is to be revised by the EC, where this issue shall be considered and several different scenarios proposed (renewal time, membership fees). The **Procedures to follow for updating the CETAF Business model and the membership commitments** (see **Annex 9**) were voted and approved.

- 10. Guidelines on the adoption, integration and endorsement of initiatives and entities by CETAF.** The Chair explained that the CETAF EC had discussed the issue and identified three different categories, as included in the proposal (integration, adoption, and endorsement), that attempt to cover the different degrees of independence of the entity or initiative, and thus, the level of involvement or incorporation of an initiative or entity into the structure of CETAF. It is suggested that an inter-sessional voting option should be considered as another option for approving potential new endorsements by CETAF. This suggestion is approved.

The CETAF **Guidelines on the adoption, integration and endorsement of initiatives and entities by CETAF document (Annex 10)** was voted and approved.

- 11. Opening of the nomination period for the CETAF Executive Committee.** Following the procedures outlined in the approved CETAF Bylaws, the Chair officially opened the Nomination period on the 21<sup>st</sup> April and invited directors and official representatives to submit nominations for the elections for the CETAF Executive Committee. The nomination process, the planning of the nominations, and the deadlines were explained. Following EV's (NHM Vienna) suggestion on the modification of this, the deadline for Nominations was moved to the 30<sup>th</sup> November 2015 (instead of December 31<sup>st</sup> to advance the process before the Christmas holidays). The first list of candidates will be forwarded to Members by the 8<sup>th</sup> January 2016, candidates will then confirm their availability and send in a personal statement for distribution. The final list of candidates, including personal statements of candidates, will be circulated two months in advance to CETAF39 when the elections will officially take place. The **CETAF EC Elections Calendar** was approved (see **Annex 11**).

At this point, the Chair briefly explained the organisation and aims of the CETAF Strategy Workshop. The attendants were to divide themselves into 4 groups corresponding to 4 strategic areas: *Collections, Taxonomy, Scientific policy and lobbying*, and *Education and outreach*. The 5<sup>th</sup> strategic area, *Internal coherence and communication*, will be dealt by the Executive Committee and Strategy group, once the outcomes of the other four areas are compiled and analysed. The aim of the workshop is to engage members in the creation of the strategic development plan, to reflect which components are important and should be prioritized in each strategic area, to identify which actions could be undertaken in each of the components, as well as who will take part in the actions.

The Chair also reminded the audience to fill in the questionnaire on future challenges for taxonomy and add their ideas to the suggested list of topics for discussions or workshops at upcoming CETAF General Meetings.

**17.30 – Closure of the meeting** – The Chair officially closed Day 1 of the meeting.

**18.00 – 19:00 Guided Tour of the Botanic Garden Greenhouses**

**19.30 – 21.30 Dinner in the Bouchout Castle**

## **Day 2: Wednesday 22nd April (9.00-16.30)** **CETAF37 General Meeting (continuation)**

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### **12.1 CETAF Strategy Workshop: the CETAF strategy and strategic development plan**

The members were encouraged to join one of the 4 groups corresponding to each of the CETAF strategic areas (see below). The main goal of workshop was to discuss and improve the components of each of the strategic areas and to identify key actions under each component that could be implemented. Each group was led by two

persons, one acting as Facilitator (devoted to promoting the discussion) and the other as Recorder of the group discussions.

- a. **Collections** : Alan Paton (RBG Kew) and David Harris (RBG Edinburgh),
- b. **Taxonomy**: Karol Marhold (NATAF Slovakia) and Nikolaj Scharff (NHM Denmark),
- c. **Science policy and lobbying**: Jiri Frank (NHM Prague) and Steven Dessein (BG Meise),
- d. **Outreach and education**: Catherina Voreadou (NHM Crete) and Isabella van de Velde (RBINS Brussels).

Each group was provided with a presentation, including an overall view of the CETAF Strategic Development Plan, the main features of the CETAF Strategy, its goals and expected outcomes, and a detailed scheme of the Components, Needs, Actions, and Actors that had been identified by the Strategy group for each particular strategic area (**Annexes 12.a to 12.e**).

## 12.2 Workshop group presentations

- a) Alan Paton (AP) presented the outcomes of discussions held by the **“Collections”** group (**Annex 12.b**). He emphasized the importance of virtual museums and exhibitions as a means to increase and enhance public outreach. He also pointed out the importance of a common access to European collections approach. ES (Naturalis) remarked that, because the strategy is to be settled for the next 10 years, it would be good to identify (quantitatively) the targets to be pursued and thus, to quantify the achievements. AP comments that this could lead to the production of annual (10) deliverables. NM (NHM London) argued that the strategy cannot define what individual institutions want to do because this would require an agreement between CETAF and the institutions. The objectives have to be set by the institutions themselves and not by CETAF. But Alan Paton stated that the targets should be of a global and common nature and identified for the joint action of CETAF. The Chair indicated that the strategy and strategic development plan had been distributed previously for comment, to the institutions representatives and that it was not the time to re-evaluate the foundations of the documents. Comments from members and from the workshops will be dealt with by the Strategy group and that these will again be sent to the membership for comments before being considered final. EV (NHM Vienna) pointed out the need for a common portal of data, at European level, and that this is something could be achieved in the next 10 years by CETAF.
- b) Walter Berendsohn (WB) presented the outcomes of discussions held by the **“Taxonomy”** group (**Annex 12.c**). He addressed the need for closer collaboration, taking SYNTHESYS as a good example. He pointed out the necessity of coordination, and referred to the EDIT project where the aims were too high, the actions for tackling them were not well-defined and it ended with lack a coordinated follow-up for some issues. He indicated the importance of looking for alternative funding, not only under the European Commission framework. He remarked on the importance of skilled taxonomists in identifying species,

especially when the scientific community does not want identification to be based only on molecular analyses. PM (RMCA Tervuren) suggested that skilled professionals from outside CETAF should be sought to collaborate and take over some of the required tasks. With respect to external recognition, the Chair mentioned the future activities of the CETAF Research Assessment Group as one of its aims is to adapt the indexing systems to work for the CETAF community. In support of this, Urmas Kõljalg (Tartu University) insisted on paper citation as an important issue, arguing that taxonomy is the real resource of CETAF.

- c) Steven Dessein (SD) presented the outcomes of the discussions held by the **“Science-policy and lobbying”** group (**Annex 12.d**). He explained that the group mainly discussed the definition of taxonomy and how to make it understandable for the people outside the taxonomic community. The group also focused on the importance of CETAF’s role in supporting taxonomy and taxonomists, taxonomy publishing and the evaluation of researchers in taxonomy. PM (RMCA Tervuren) commented that the word “lobbying” should not be used in CETAF documents since the European Union considers it negatively. The same comment had previously been raised by the GS for same reasons. An alternative wording will be proposed by the Strategy Group for “lobbying”.
- d) Catherina Voreadou (CV) presented the outcomes of discussions held by the **“Education and Outreach”** group (**Annex 12.e**). She explained that the group focused on building up the capacity to provide training and on further developing training possibilities. The group focused on identifying fixed targets for the CETAF community within the development plan. EV (NHM Vienna) suggested that expressions such as “must” and “have to” should be avoided as they imply an imposed obligation. CV explained that, when used, that wording seeks to reinforce the common value and the idea of pooling efforts. WB (BGBM Dahlem Berlin) remarked that the definition of the strategy and strategic development should show the real value of the CETAF collaboration among members, though the aims, as presented, might be too ambitious and may need to be rephrased. Training opportunities, other than DEST, need to be cited, and Isabella Van de Velde (IvV) replied that DEST only appears as a reference with no intention of exclusion of any initiative in the field of training or learning. EV (NHM Vienna) reported on the decreasing importance given to taxonomy in university courses and pointed out the fear this being cut further with the emergence of CETAF training courses. On the contrary, IvV presented this as an opportunity for the CETAF courses to be included in programmes of higher education (Universities, post-graduate Schools, etc.).

**12.3 CETAF strategic development plan.** The outcomes obtained by each of the sub-groups, in relation to the 4 strategic areas, will be forwarded to the Strategy Group that will meet and finalise the document in June of 2015. The latest draft of the document will be sent out for final comments in advance of the CETAF38 meeting.

- 13.2 ERASMUS+ proposal (Annex 13.b)** presented by Isabella Van de Velde. At CETAF36 it was agreed to develop a model to create online courses, namely through the upcoming call of ERASMUS+. The Training and e-learning Working Group undertook this task and submitted a project proposal, named **BIOTALENT. Talent in Biodiversity. Expertise for improved skills and new jobs**. The project has 5 partners: RBINS, Brussels, acting as coordinator; NHM Crete; NHM Budapest; RBG Edinburgh; and the CETAF Secretariat. If the project is approved, the result will be a blended e-learning platform for biodiversity courses, including a pilot project for a course that addresses effects of climate changes in biodiversity by means of amphibians and medicinal plants as bio indicators.
- 14. Resume reports from CETAF Working Commissions and Special Interest Groups (Annexes 14.a to 14.d)**
- 14.1 CETAF Earth Sciences Group**, presented by Jiří Kvaček (JK), on behalf of Johanna Eder (JE) (**Annex 14.a**). JK (NHM Prague) informed the audience that the new group had its second meeting on Tuesday morning, at Meise, to develop their Terms of Reference and Working Plan, for approval at CETAF38. This working group also discussed the CETAF strategy and will transmit the outcomes of their discussions to the coordinator of the Strategy Group. The Chair encouraged everyone to spread the word among their own institutions, namely the Earth Sciences department, on the existence of this Earth Sciences group, to join forces on this specific field.
- 14.2 CETAF ISTC Group**, presented by Patricia Mergen (PM) on behalf of Anton Güntsch (**Annex 14.b**). PM briefly presented the ISTC and EU BON joint workshop that took place in Joensuu, Finland on the 17-20 March. She reported on the idea of a closer collaboration among the respective CIO (Chief Information Officer) in the framework of CETAF, although it is clear that some institutions do not have such a position. Information on this will be requested from CETAF members. PM also indicated that ISTC group has decided to constitute a sub-group on the Geo-referencing. Marian Van Rijs (Naturalis) will lead the activities of this smaller group, under the umbrella of the ISTC. PM reminded everyone that the next calls for research structures and big data related issues will fall under the European Commission Work Plan 2016-2017 which is currently under discussion.
- 14.3 CETAF Legislation and Regulations Liaison Group**, presented by Cornelia Löhne (**Annex 14.c**). The main discussions have focused on Nagoya Protocol and the European Regulation 511/2014 on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilization to the Convention on Biological Diversity (ABS). CL gave an update on the work developed by the ABS core team, and the results from its meeting on the 1-2 April 2015. The final draft of the Best Practice documents is almost agreed by the core team, together with templates for the MTAs and other related issues.

- 15. Update on applications for CETAF membership.** The Chair indicated that an observer from Portugal participated in the previous CETAF36 General Meeting in Vienna, and that it is a good time encourage membership from the Portuguese institutions. She added that an observer from Charles University of Prague, Dr Patrik Mraz, is attending CETAF37 General Meeting to evaluate the possibility of them join the National Natural History Museum of Prague to form a Czech consortium. The follow up of other potential new members (Tel-Aviv-Israel, Lyon-France, Portuguese consortium, Swiss museums association) is being dealt by the GS.
- 16. CETAF upcoming meetings.** The Chair briefly indicated the hosts for upcoming meetings: Geneva (Autumn 2015) and Budapest (Spring 2016). The Chair also asked for new proposals to host further General Meetings.
- CETAF38 – Geneva, Switzerland** (13<sup>th</sup>-14<sup>th</sup> October 2015)  
**CETAF39 – Budapest, Hungary** (dates to be confirmed)

### **CONCLUDING REMARKS AND FORMAL CLOSURE OF THE CETAF37 GENERAL MEETING.**

TO CONCLUDE, the Chair thanked everyone for their active participation in the meeting and declared that the meeting had successfully reached its two main objectives: to move on with the strategy and the strategic development plan via the workshop, and to discuss the business reporting.

The Chair informed the participants that a CETAF37 meeting report will be forwarded (see **Annex 15**) that can be used internally at each CETAF member institution, and that a presentation of the Consortium and the CETAF 37 meeting outcomes will be circulated.

The CETAF 37 General Assembly was officially closed at 16.00 pm.

### **LIST OF ANNEXES**

- Annex 1 – Agenda of CETAF37
- Annex 2 – CETAF36 Minutes
- Annex 3 – Report from the Chair and Executive Committee (October 2014-April 2015)
- Annex 4 – a) Annual Accounts 2014  
b) Financial Report. 1st Trimester 2015
- Annex 5 – Report of the General Secretariat (October 2014-April 2015)
- Annex 6 – CETAF and CETAF EC activities report and proposal for 2015-2016
  - a) CETAF activities report and proposal for 2015-2016
  - b) CETAF EC activities report and proposal for 2015-2016
- Annex 7 – CETAF Memorandum of Understanding (approved version)
- Annex 8 – CETAF EC Proposal for the General Secretariat Work Plan 2016-19
- Annex 9 – Procedures for establishing new CETAF membership commitments and updating of the CETAF Business plan

Annex 10 – Guidelines on the adoption of initiatives and entities by CETAF and on the endorsement of initiatives and entities by CETAF (approved version)

Annex 11 – Calendar of the CETAF EC Elections

Annex 12 – Strategic Development Plan, per strategic area

- a) Strategy and Strategic Development
- b) Collections
- c) Taxonomy
- d) Science Policy and lobbying
- e) Education and Outreach

Annex 13 – a) ESFRI EUCOLL Proposal

b) BIOTALENT. ERASMUS+ Project

Annex 14 – Resume reports from CETAF Working Commissions and Special Interest Groups

- a) CETAF Earth Sciences working group
- b) ISTC working group
- c) Legislation and Regulations Liaison working group
- d) Training and e-learning working group

Annex 15 – CETAF37 Meeting report