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## EXECUTIVE REPORT

### of the CETAF 42 General Meeting, 3 – 4 October 2017

**Draft V1**     **EC Approved**

25 October 2017    3 November 2017

Authors

**Michelle J. Price (CETAF Chair), Ana Casino (General Secretary)**

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## 1. MAIN FEATURES

### 1.1 Meeting Statistics

47 Attendees from 30 of the 33 CETAF members (66 institutions), plus 2 guests (Species2000)

26 Voting institutions present

### 1.2 Meeting Host: ΜΟΥΣΕΙΟ ΦΥΣΙΚΗΣ ΙΣΤΟΡΙΑΣ ΚΡΗΤΗΣ (ΜΦΙΚ) – Natural History Museum of Crete. Sofokli Venizelou Avenue, 71409 Heraklion, Crete, Greece

NHM Director: Moyses Mylonas

CETAF Representative: Catherina Voreadou

### 1.3 Aims of the CETAF42 General Meeting:

- Approval of the records of the previous meeting and the CETAF Budget for 2018
- CETAF Executive Committee work plan (2017-2018) and CETAF General Objectives 2017-2018
- Presentation of the CETAF Outcomes Report on Publishing and e-Publications from the CETAF Workshop held during CETAF40 in Madrid
- Presentation of the printed version of the CETAF Framework on RRI
- CETAF discussion on publishing in taxonomy
- Approval of DEST Working Plan Proposal

## 2. MEETING DECISIONS AND ACTIONS

### 2.1 Decisions taken

The Agenda for CETAF 42, the records of CETAF41 (Bonn), the financial report for the 2<sup>nd</sup> trimester2017, the CETAF Budget for 2018 and the Executive Committee Work Plan and CETAF objectives for 2017-2018 were all approved. The meeting agreed that the CETAF EC will focus on the representation of CETAF, development of CETAF actions and products as well as the overall strategic development of the consortium according to the agreed CETAF strategy (see Meeting annexes – presentation and support documents in the member space). The CETAF overall objectives reflect the outcomes of the CETAF Concrete Actions workshop that was held at CETAF41 in Bonn.

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**CETAF, AISBL**

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The CETAF Governing Board gave the mandate to the CETAF EC to review and update the CETAF Bylaws, introducing a new title of Executive Director (in place of General Secretary), the change to a four-year reporting and reviewing cycle within CETAF and, after the CETAF EC elections in the spring 2019, a four-year mandate for Executive Committee members. The updates to the CETAF Bylaws and proposal for the CETAF Statutes will be presented for vote at, or before, CETAF43.

The CETAF Governing Board approved the creation of the following CETAF working groups to tackle specific topics, in line with the CETAF Strategy:

- **CETAF Collections Group** (formerly the CPB). Seeking a broad membership base of collections managers, from all levels, from CETAF institutions the group aims to work on natural history collections management and access issues that are identified from within CETAF, as well as on preparations for DiSSCo. The work-plan and terms of reference of this newly remodelled group will be presented for approval at CETAF43. Contact: Christiane Quaisser ([christiane.quaisser@mfn-berlin.de](mailto:christiane.quaisser@mfn-berlin.de)).
- **CETAF Communications Group**. With the aim of developing scientific communication within CETAF, the group will work on developing a joint strategy for CETAF, specifically involving science communications officers from CETAF institutions. The group will also explore the possibility of developing specific H2020 projects to address this issue. Contact: Ana Casino and Kevin Keyaert ([Ana.Casino@cetaf.org](mailto:Ana.Casino@cetaf.org) and [Kevin.Keyaert@cetaf.org](mailto:Kevin.Keyaert@cetaf.org)).
- **CETAF Taxonomy Group**. Aim: to work on promoting taxonomy and on the taxonomic gap analysis of the Catalogue of Life, in collaboration with Catalogue of Life +. The group aims to include a broad spectrum of taxonomy specialists from CETAF institutions to collaborate on this key taxonomic contribution to the creation of a global taxonomic backbone. Contact: Thierry Bourgoïn ([bourgoïn@nmhn.fr](mailto:bourgoïn@nmhn.fr)).
- **CETAF Taxonomy Publishing Group**. Resulting from the CETAF workshop on taxonomic publishing, this group aims to include taxonomic publishers as well as taxonomists to develop common principles on taxonomic publishing, electronic publishing and open access issues within CETAF. Contact: Laurence Bénichou ([laurence.benichou@mnhn.fr](mailto:laurence.benichou@mnhn.fr))

## 2.2 Progress on the CETAF Strategy and Strategic development plan

The **CETAF Achievements Report 2016** was presented and approved. The mandate was given to the CETAF Secretariat to produce further annual iterations so as to showcase the level of achievements over the time that contribute towards the 25 targets stated in the CETAF Strategy and Strategic development plan 2015-2025.

## 2.3 Actions for CETAF

- CETAF supporting DiSSCo and continuing being part of its coordination

- CETAF supporting the Distributed European School of Taxonomy - DEST via the development of a consortium to undertake the organisational, administrative and financial tasks
- CETAF signing strategic alliances with relevant stakeholders
- CETAF broadening its membership
- CETAF strengthening involvement in activity groups
- CETAF further disseminating its mission, internally and externally

## 2.4 CETAF Working Groups and Initiatives

All presentations given by the working groups are available in the CETAF42 Meeting Annexes that is available via the CETAF website member space.

**Earth Sciences Group** (13.1). Coordinator Johanna Eder (NHM Stuttgart). This active group outlined their target activities (Fossils for Catalogue of Life; Survey of Types and published specimens databased, online availability; Registration of fossil plant names; Protection of cultural property; ES outreach for CETAF) and the progress that has been made in addressing them. Currently composed of members from 16 CETAF institutions, the group coordinator requested that more CETAF members with ES specialists join the group. Contact: [johanna.eder@smns-bw.de](mailto:johanna.eder@smns-bw.de).

**European Journal of Taxonomy – EJT** (13.2). Laurence Bénichou (NHM Paris). The nine member strong consortium that supports the EJT is stable and active. The EJT output continues to increase with a total of 98 articles published from 1 Jan – 30 Sep. of 2017. A special issue “The DNA Library of Life” came out in Feb. 2017. The EJT now has a contract with PLAZI to render the EJT articles machine readable, thus increasing the connectivity of the taxonomic, publication and specimen data held within the EJT articles themselves. CETAF members that are interested in discussing the EJT and their potential integration into the consortium can contact [laurence.benichou@mnhn.fr](mailto:laurence.benichou@mnhn.fr).

**European Initiatives Group**. New initiatives (13.3). Ana Casino (GS) & Vanessa Demanoff (NHM Paris). The group worked on finalizing the *CETAF Guidelines on Responsible Research and Innovation* document, which was presented at CETAF42. The group decided to undertake two main actions: 1) the organisation of CETAF interaction breakfasts (lobbying activity to be conducted at RBINS, Brussels involving high-level EU representatives); and 2) the compilation of a Private/Public Collaborations Report for CETAF. The group also monitors the H2020 funding opportunities, diffusing them rapidly to the CETAF community. The group highlighted the fact that the elaboration of the FP9 will begin and importance of the involvement of CETAF and CETAF members, via their national representatives, in this process. Contact: [ana.casino@cetaf.org](mailto:ana.casino@cetaf.org)

Collections Policy Board => **CETAF Collections Group** (13.4). Christiane Quaiser (NHM Berlin). After a formation of a task-force that met in March of 2017 the group, with the Chair of CETAF, held a second meeting in Berlin in Sep. to decide on the scope, aims and



composition of the group. After a very successful meeting the group decided to develop its Terms of Reference and Work Plan for presentation at CETAF43. The group aims to include collections managers, of all levels, from across the CETAF membership, to discuss and work on issues related to collections and collection management that are a core element of CETAF. *Contact:* [christiane.quisser@mfn-berlin.de](mailto:christiane.quisser@mfn-berlin.de).

**Taxonomy training and e-learning Group** and BIOTALENT) (13.5). Catherina Voreadou (NMH Crete). This dynamic group developed the project BioTalent (01/09/2016 - 31/08/2019) that aims to develop innovative education approaches and new skills to increase engagement in Science within and across Europe. The project members have delivered on the targets for the first year (including an analysis of training needs and the development of a dissemination plan) and have held several meetings, including a high-level outreach event with panel discussion. For more information on BioTalent see: <http://biotalent.myspecies.info/> *Contact:* [isa.vandevelde@naturalsciences.be](mailto:isa.vandevelde@naturalsciences.be) . Contact for the Taxonomy training and e-learning group :

**Legislation and regulations Group.** ABS updates (13.6). Ana Casino (GS) on behalf of the ABS core team presented the contributions made to experts groups to elaborate the thematic Guidance Documents, on both Public Research and Collections holders, that complement the horizontal Guidance on ABS, for further advice on the implementation of EU regulation and related rules on this topic. Additionally, the team has been working on the resubmission of the CETAF CoC and BP which will be sent to the EC for final recognition. Moreover, a Workshop on ABS will be run on the 27 April 2018, right after the CETAF43 meeting, to which all ABS representatives from members are invited, to act later on as internal contact points and disseminators of the results and outcomes. *Contact:* [dirk.neumann@zsm.mwn.de](mailto:dirk.neumann@zsm.mwn.de).

**Digitization Group** (13.7). Elspeth Haston (RBG Edinburgh). This active group has organized a webinar (see <https://youtu.be/waaxCqgr1V0>) on natural history collections interoperability and produced a film on the use of CETAF stable identifiers that will be made available soon via the CETAF website. The group has also produced a survey on digitisation in European Natural History Collections. The group is also looking for CETAF members to contact them with Use Cases in the implementation of URI's in collection workflows. *Contact:* [E.Haston@rbge.ac.uk](mailto:E.Haston@rbge.ac.uk)

**CETAF Monitoring Group** (13.8). Wolfgang Wägele (NHM Bonn). The formation of this group was approved at the CETAF41 meeting in Bonn. The group has begun to assemble interested persons and will work on developing its Terms of Reference and Work Plan for the upcoming CETAF meeting (CETAF43). *Contact:* [W.Waegle@zfmk.de](mailto:W.Waegle@zfmk.de), and [L.Schaeffler@leibniz-zfmk.de](mailto:L.Schaeffler@leibniz-zfmk.de)

## 2.5 CETAF current and future strategic partnerships

- **SPNCH** – the GS and CETAF EC will continue discussions on the development of a MoU, with a focus on the common issues of collections and ABS, to facilitate the collaboration between the two CETAF working groups that focus on these areas and SPNCH. Barbara Thiers (NY Botanical Garden) is the new Chair of SPNHC.
- **BGCI** – CETAF participated in the recent 6<sup>th</sup> Global Botanic Gardens Congress, hosted by the CETAF member the Conservatory and Botanical Garden of the City of Geneva, in Geneva in June of 2017. A workshop on the CETAF approach to Responsible Research and Innovation was held and presentations on both CETAF and CETAF's collaborative development of the ABS Code of Conduct were given (M. Price – Chair, A. Casino – GS, Cornelia Löhne, formerly coordinator of the Legislation and Regulations Group).
- **Biosyst.EU** – A CETAF symposium on the significance and use of natural history collections was organised by Brecht Verstraete (NHM Copenhagen) at the recent BioSyst.EU meeting that was held in Goteborg, Sweden in August of 2017. Erik Smets (Treasurer) opened the symposium with an introduction to CETAF and was followed by the guest speaker Nina Rønsted (NHM Copenhagen) and 6 other presentations.

## 2.6 CETAF workshops and workshop outcomes

- The **CETAF Guidelines on Responsible Research and Innovation** were presented. Printed copies were distributed to members and the document is also available on the pdf (link: [http://cetaf.org/sites/default/files/cetaf\\_framework\\_for\\_rri\\_1.pdf](http://cetaf.org/sites/default/files/cetaf_framework_for_rri_1.pdf)).
- The **CETAF Concrete Actions** document, a direct outcome of the CETAF workshop that was held at CETAF41 in Bonn, was distributed at CETAF42. After the workshop in April 2017 the contributions from CETAF members were classified (CETAF GS) and prioritized (CETAF EC). The resulting **CETAF Concrete Actions document** was used to create the CETAF objectives for the 2017-2018 period.
- **The CETAF Taxonomy and e-publishing** workshop that was held at CETAF 40 in Madrid served as starting point from which to elaborate a CETAF Guidance Document for taxonomic citation and taxonomic publishing. A presentation of the progress made based on the outcomes of the workshop was given by Laurence Bénichou (NHM Paris) and Isabelle Gérard (RMCA Tervuren). After discussion of the outcomes of the previous workshop at CETAF 43, the suggestions received from the participants will be added and the document will be circulated to the CETAF membership for comments, with the aim of finalizing the document after a follow-up session in an upcoming CETAF meeting.

## 2.7 New initiatives and projects

- **ICEDIG** (Leif Schulman, LUMOS, Finland): From the Kick-off meeting scheduled for mid-January 2018 in Montpellier, CETAF will undertake its function of WP9 leader, for

dissemination and outreach with a first milestone of an International Conference to be held early March 2018 in Helsinki.

- **Synthesys+** (Vince Smith, NHM London): A Concept Note will be provided as the baseline for building up the project where CETAF could be a direct partner with the double and key roles of communication - dissemination and DiSSCo alignment assurance.
- **Catalogue of Life Plus (CoL+)** (Olaf Banki and Peter Schalk, Naturalis): Through the Taxonomy group, CETAF could participate in this initiative to provide substance and taxonomic expertise for the taxonomic backbone. Participation of CETAF in any upcoming CoL+ meetings should be sought.

## 2.8 Additional items

The CETAF Executive Committee presented the **CETAF membership benefits** document that they produced to include on the CETAF website. It will be circulated for Members comments and revised before end of year to produce the final version to be presented at CETAF43.

## 2.9 Upcoming CETAF meetings

CETAF43: London, 25 - 26 April, 2018 (NB. Wednesday and Thursday)

CETAF44 Bratislava, autumn 2018

CETAF45: Tartu, spring 2019

CETAF46: autumn 2019 (option for Naturalis-Leiden / RMCA-Tervuren)

CETAF47: spring 2020 (option for Naturalis-Leiden / RMCA-Tervuren)

## FINAL NOTE:

All presentations given and reports or documents presented at CETAF42 are available in the CETAF member space that is accessible via the CETAF website (<http://cetaf.org/>) in the folder "CETAF 42 (October 2017) - Heraklion, Crete", or via the link <http://cetaf.org/filedepot/cetaf-42-supporting-documents> (please login first).

*Coverage of the CETAF42 meeting in the Greek press.* C. Voreadou (NHM Crete) was very active in promoting CETAF and diffusing information on in it the Greek press during the CETAF42 meeting in Crete.