**ICSP- International Committee on Systematics of Prokaryotes**

**Officers of ICSP**

Minutes of Internet-meeting 29 November 2018

Completed and redacted minutes are the same.

Action points:

1. Dropbox: start with setting up the archive with an initial free trial episode (IS and LD).
2. Forward the ICSP-EB Minutes of September and October to ICSP Members (LD).
3. Contact Tindall/Bull/ Rossello-Mora about the voting results on RfOs and ask to pass these on to the EB (LD).
4. Send message to Members that proposal for revison of statutes are online (LD)
5. Outreach: Make the contest outline ready for circulation (CB and LD). Proceed with inquiries on MOOCs (LD).
6. Search candidates for new editorial board ICNP (IS/whole EB) and thank previous board members once ICNP is published (IS/LD).
7. Gauge interest of Members for plenary at FEMS2019 (LD).
8. Send a letter to the Members requesting fast tracking of two proposals to emend the ICNP (LD).
9. Send a request to Tindall requesting his resignation as Chair of the JC.

**Minute 1. Call to order.** The Chair Iain Sutcliffe called the meeting to order at 14:00 BST (London time).

**Minute 2. Record of attendance.** The Members that participated were I. Sutcliffe (Chair), F. Rainey (Vice-Chair), L. Dijkshoorn (Executive Secretary), B. Whitman (Treasurer), F. Venter (Member-at-Large), W.-J. Li (Member-at-Large) and D. Brown (Secretary Subcommittees). Not participating were R. Rosselló-Móra (Vice-Chair JC) and C. T. Bull (Secretary JC) who both sent their apologies. B. Tindall (Chair JC) did not participate; no apologies were received.

**Minute 3.** **Minutes of the 27 September 2018 meeting.** The Minutes of 27 September and 25 October 2018 were approved and can be forwarded to the ICSP Members (LD).

**Minute 4. Matters arising/Action points from previous (25 October) meeting.**

1. Dropbox. Sutcliffe has asked expert advice about the security of files of different bodies within ICSP. The response was that it is acceptably safe. Different folders can be made with secure access to particular groups. Dijkshoorn and Sutcliffe will make a plan to set up the system to archive documents of various subjects (like Minutes, Bank Account, Video contest, etc.) and to generate folders for different user groups. It will first be used during a free trial period.

2/3. Minutes for Members: See Minute 3.

1. Visibility of process for name validation: Rainey said this was ongoing with MS
2. Contact with JC on voting results on RfOs: Due to absence of members of JC, no follow-up was given.
3. Publication of proposed revisions to the statutes: The publication was just released online. The announcement will be forwarded to the Members asap (LD).
4. Outreach: see Minute 9.
5. Candidates for the new ICNP: A new editorial board needs to be nominated asap once the new ICNP is published online. The editors of the current ICNP will be thanked individually for their contribution (IS/LD).
6. Plenary meeting in Glasgow at FEMS 2019: message was sent to Members (LD) to gauge their interest. The EB members Brown, Sutcliffe, Rainey, Venter, Whitman and Li, but not Dijkshoorn, intend to go.

**Minute 5. Fast-tracking of key-proposals to emend the ICNP (IS).** The Chair proposed that there is frustration in some scientific communities about the lack of decision making on the taxonomic position of uncultivated taxa. The JC is making slow progress in handling the RfOs and requests to modify the Code. Therefore, he suggested the ICSP-EB request a fast-tracking of 2 recent proposals (Whitman (2016), IJSEM 66:2108; Oren et al (2015) IJSEM 65: 4284). This suggestion was discussed and put to the vote. Five members voted in favour of the proposal, one was against and one abstained. The Executive Secretary will send a letter to the JC members to ask for fast-tracking.

**Minute 6. Update on JC (BT/RRM/CB).** With the three JC members being absent, there was no information recieved.

**Minute 7. Update from IJSEM.** Rainey had, prior to the EB meeting, forwarded to the EB the credentials of a candidate-Editor of IJSEM to replace Micah Dunthorn. Rainey said that the candidate was a true taxonomist. The proposal was accepted unanimously by the EB. Another issue raised by Rainey was the concern of MS related to European guidelines on Open Access (Plan S): *“After 1 January 2020 scientific publications on the results from research funded by public grants provided by national and European research councils and funding bodies, must be published in compliant Open Access Journals or on compliant Open Access Platforms.”* This may be in conflict with hybrid journals and will have consequences for IJSEM. (<https://microbepost.org/2018/11/23/plan-s-and-the-microbiology-society/#more-4535>.) In a future EB meeting an official of MS will join the EB for discussion. Finally, Rainey mentioned that MS is renewing contracts with the Editors of IJSEM.

**Minute 8. Update on the proposed revisions to the statutes (WW).** At the moment of the Meeting, the paper was not yet online, although Whitman had received an email alert that this was imminent. (NB. They were online on 6 December 2018). As soon as they are online, the Members will be alerted (LD) triggering the 90 days deliberation period and 30 days for voting.

**Minute 9. Update from the working group on Education & Outreach.** Dijkshoorn reported. C. Bull has been requested to make the video guidelines ready for sending to Members and colleagues. In addition, a call has been sent out to Members for volunteers to form a working group to provide online educational material and consider making a massive online open course (MOOC) for students and microbiologists.

**Minute 10. Further thoughts on next Plenary (2020).** As already discussed in the October meeting, there are several options with regard to organizing the next (‘main’) Plenary in conjunction with another big meeting like ISME, IUMS or perhaps FEMS2021. BISMIS2021 was noted as another possibility, Following the expected adoption of the revised statutes, the elections will be decoupled from the main Plenary, which increases flexibility, as does the electronic voting procedure already in place. It was the general opinion, however, that plenary meetings are important to increase the visibility of ICSP and for members to meet each other, both informally, in workshops and formal sessions. (First, the interest in joining FEMS2019 will be explored as this may affect the timing of a subsequent plenary.)

**Minute 11. Availability for next meeting.** Sutcliffe will circulate a table to check the availability (20 or 27 December, or 3 January 2019; IS/LD). NB. The outcome is 3 January.

**Minute 12. AOB.** The lack of performance of B. Tindall as Chair of the JC, his lack of communication with the EB and his lack of participation in the EB meetings was discussed. It was proposed that a letter would be sent to Tindall to request his resignation as Chair of the JC. This decision was brought to vote and unanimously accepted.

**Minute 10. Adjournment.** The meeting was closed at15:45 UK time. The next meeting will be 3 January 2019, 14:00 UK time.

*Lenie Dijkshoorn, Executive Secretary 3 January 2019 with suggested edits from Iain Sutcliffe and Barny Whitman*