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

**Officers of ICSP**

Minutes of Internet-meeting 27 September 2018

Completed and redacted minutes are the same

Action points:

1. Set up Dropbox (licence, archive) (IS and LD). Ongoing activity.
2. Redact minutes January-April as necessary (LD).
3. Make a list of candidate editors for IJSEM (FR and M. Trujillo). Ongoing activity.
4. Improve the visibility of name validation process (IJSEM/ICSP website) (FR/FV).
5. Outreach: finalize the contest for videos (CB); circulate this to Members (CB/LD) and communicate on MOOCs to EB and Members (LD).
6. Set up a new editorial board for the ICNP (IS, EB)

**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), D. Brown (Secretary Subcommittees) and F. Venter (Member-at-Large) and C. T. Bull (Secretary JC). W.-J. Li (Member-at-Large) and R, Rosselló-Móra (Vice-Chair JC) did not participate and had sent apologies. B. Tindall (Chair JC) did not participate; no apologies were recieved.

**Minute 3.** **Minutes of the 30 August 2018 meeting.** The minutes were approved.

**Minute 4. Matters arising/Action points from previous meeting.**

1. Edit minute 4g of 28 June: done;

2. Dropbox: Dijkshoorn has downloaded the software and now needs to try it out. (Ongoing activity). Once she knows how to pay the licence, she will contact Whitman to decide how to act.

3. Redacting Minutes Jan-April (LD): still needs to be done. It was agreed that the Minutes would be sent to the Members and be put on the website.

4. General Data Protection Regulation (GDPR): Sutcliffe has drafted a statement which has been placed on the webpages where personal data such as email addresses are displayed with presumed consent. The email addresses of the Members of the JC have been removed from the website.

5.Selection of candidates for the Editorial Board IJSEM: Rainey said that M. Trujillo feels these should be selected from recommendations made by the EB and the editorial board. The procedure will be as follows: 1.Trujillo and Rainey will make a list of candidates with their specialities; 2. This list will be shared with the EB to ask their opinion. This will lead to formal proposals of candidate editors as necessary (for example to fill gaps in expertise regarding particular taxa).

6. Outreach, see Minute 6.

7-8. Name validation. I. Sutcliffe has contacted Editors-in-Chief of 5 journals that effectively publish significant numbers of names of taxa. Their feedback was very supportive and authors will be encouraged to validate names on publication. However, the extent to which authors can be motivated is not known. It was noted that anybody can ask for validation, if the Code has been complied with and if 2 cultures are demonstrably available (which can be confirmed by contacting Public Culture Collections or via their catalogues). Instructions to authors in IJSEM should have a clear link/button to identify the name validation process. Such a button could be named ‘Valid publication of names’ and the instructions should contain a link to the ICSP-site.

9. Candidatus names. A paper on the list of many Candidatus names has been drafted by Oren and colleagues. Eventual publication of this work will help the ICSP/JC comply with the recommendations of Appendix 11. On behalf of the EB, the Chair expressed gratitude for the comprehensive work that Oren has performed in compiling this list.

**Minute 5. Proposed revisions to the Statutes.** Whitman reported that by 1 October the latest comments were expected. The final version will be submitted shortly thereafter.

**Minute 6. Update from the working group on Education & Outreach/MOOC.** C. Bull presented her proposal for video guidelines, which was received well. There were some questions remaining, (a) who would be the judges; (b) the amount for the 3 prizes: these were agreed to be: 400, 200 and 200 GBP, respectively; (c) the deadline for proposals: this would be postponed to early 2019;(d) should students deliver high resolution videos to be archived for symposia/meetings?: the response was that there should be a youtube version and a high resolution version. C. Bull agreed to set up a youtube channel as appropriate. The draft of the proposal will be sent to the ICSP members. For this, Bull will write a draft for the accompanying message to be forwarded to the Members by Dijkshoorn. The Members will also be asked if they have any relevant video content. Different play lists will be made including nomenclature and classification.

The prizes must be used to cover expenses to attend an appropriate scientific, microbiology related meeting. Copies of the expenses can be sent to Whitman (treasurer) for reimbursement. Announcement of the contest will be sent to the Members, be put on the ICSP website and via a Twitter. C. T. Bull will take care of the Twitter announcement.

Dijkshoorn has circulated a proposal to determine whether a MOOC on taxonomy and classification could be set up. It was the opinion that this has a potential. Volunteers would be required to realize this. A redrafted letter to the Members and JC will be sent to ask volunteers and set up a working group (Dijkshoorn, Sutcliffe).

**Minute 7. Update from the subcommittees.** D. Brown reported that the announcement of the imminent dissolution of subcommittees has led to increased activities by subcommittees. Two recently reactivated subcommittees have elected officers: (1) subcommittee for the order Bacillales (Chair: Chris Dunlap) and (2) the subcommittee on *Bifidobacterium*, *Lactobacillus* and Related Organisms (Chair Charles Franz). Sutcliffe has attended a meeting and workshop of the latter subcommittee which was very encouraging (good membership, well-motivated and eager to take up challenges).

**Minute 8. Update from IJSEM/ICNP (the Code).** F. Raineyreported. IJSEM has held a productive editorial board meeting. There is an increase in the use of genome sequences in manuscripts. These also need to be discussed in the papers to highlight features of relevance to the biology of various taxa. The Digital Protologue was discussed and it was decided that this will not be adopted as part of IJSEM’s process for various reasons. The rejection rate of IJSEM will likely increase. The aim is to attract longer papers with better descriptions and more discussion to make them more interesting. Long papers can be accepted as they will not be printed. Single strain species descriptions will be acceped as a Note (which may lead to discouragement of poor practice).

The ICNP is now in production and expected to be published in November of this year.

**Minute 9. Update on JC.** There was no news from the JC. B. Tindall has been absent from the EB/JC meetings since December 2017 without apologies and does not appear to have communicated with the EB otherwise.

**Minute 10. AOB.** Sutcliffe highlighted that, once the ICNP is out, a new editorial board needs to be installed for the next edition.

**Minute 12. Adjournment.** The meeting was adjourned at 15:33 BST (London time).

**Next meeting:** 25 October 2018

*Lenie Dijkshoorn, Executive Secretary, 1 October 2018 with suggested edits from Iain Sutcliffe*