



## Training Board Meeting, Tuesday December 1st 2020

**1 pm UK, 2 pm CET, 3pm EET**

Held by Zoom video-conference

### Minutes of the Meeting

In Attendance: John Wainwright (Chair & Training Manager), Laura Turnbull-Lloyd (i-CONN Co-ordinator), Selim Haj Ali (ESR Representative), Andreas Ioannides, Christina Prell, Demian Battaglia, Thomas Hein, Jennifer King (Project Manager).

Invited attendee: Vicky Papadopoulou Lesta

Apologies: Christian Kimmich (invited to discuss the Advance Course training scheduled for August 2021)

1. Minutes of the Meeting held on September 7th 2020.

The minutes of the meeting held on September 7<sup>th</sup> 2020 were approved.

2. Matters Arising

The Chair reported the following matters arising:

- a) that he was still pursuing the issues of ECTS accreditation.
- b) that due to website problems the i-CONN website is in the process of transferring to a new server and that the Training Best Practice document will be uploaded once the transfer is complete.
- c) The Chair reminded the Board that the secondment amendments had been approved by the REA but that supervisors and secondment hosts need to look ahead and decide whether any secondment alterations need to be presented to the Supervisory Board at their next meeting in March 2021.

It was noted that the decision to go ahead with the Cyprus meeting would be made in mid-January at the next Management Board meeting. During a discussion about the likelihood of holding an in-person event, Demian Battaglia proposed that the i-CONN consortium consider making the 'Networks2021' conference in July 2021 an additional network event. It was agreed that the management team would discuss this further with the i-CONN PIs.

**Action: LT/JW/JK to canvass opinion on making 'Networks2021' an i-CONN event.**

### 3. Chair's Introduction

The Chair explained that the ESR Representative Selim Haj Ali would leave the meeting for the duration of the discussion about the Training Needs Analyses and the Career Development Plans due to the personal content.

Selim Haj Ali left the meeting

### 4. Assessment of Training Needs Analyses (TNA) and Career Development Reports (CDP) for each ESR

The Chair introduced the TNA and CDP documents to the Board and explained that the aim of the discussion was to identify what additional training could be provided centrally and also to identify potential discrepancies between CDPs and TNAs for individual ESRs and the planned content of their individual training.

The wide variation in the ESRs' approach to completing the forms was discussed and the possible impact of cultural differences on the responses was acknowledged.

The following issues could be covered by additional network training:

- R/Python training

- Data Protection, IPR, risk assessment and other legal issues

- Time Management and Project Management

- Improving Work-Life balance.

It was agreed that a document of resources should be prepared for the ESRs e.g. recommendations for good online training courses and textbooks. This should be structured to indicate starter training, more advanced topics etc.

**Action: JW, LT and JK to organise centrally provided training.**

**Action: JK to share individual ESR responses with supervisors and update them on what central training will be provided.**

**Action: JK to circulate a request for recommendations of training resources and to then distribute a list to the network.**

Selim Haj Ali re-joined the meeting

### 5. Training Best Practice

The Chair reported that no amendments had been proposed to the secondment agreement after it was distributed to PIs by the Management Board. Although the final approval of the document will be made at the next Management Board meeting, members of the consortium can consider this as a useful

working document in the meantime. A completed sample secondment agreement will also be provided to the network for guidance.

**Action: JW/LT/JK to prepare and distribute a sample completed secondment agreement.**

## 6. Upcoming Training Events

### a) Advanced Course, Network Event and Transferable Skills training, Cyprus, March 2021

Vicky Papadopoulou Lesta reported that she had arranged provisional bookings with two hotels. Both hotels are prepared to wait until mid-January before confirming the booking with a deposit. Due to COVID restrictions in the University the daytime activities will now also be held in a hotel.

Selim Haj Ali broached the possibility of delaying the meetings in order to optimise the chance of attending in person. However, it was agreed that this would cause problems for the invited speakers and would also impact on other activities (training, secondments) that are planned for later in the spring.

Vicky Papadopoulou Lesta confirmed that she would be reminding the speakers of their commitment before Christmas and would let them know that the format of the meeting would be decided in mid-January.

The Chair informed the Board that the Durham management team is discussing the provision of the transferable skills training component with several providers.

### b) Datathon

Demian Battaglia confirmed that he expected to be able to host the Datathon at the Centre International de Recontres Mathématiques in September or October 2021. However, due to COVID closures he is waiting for staff to return to work and confirm a definite date.

The benefits of involving the ESRs in preparatory work for the Datathon followed by a “matchmaking” event during the network event in March 2021 and the addition of a ‘pre-Datathon’ event was agreed. It was agreed that a two-day pre-Datathon would be planned, possibly making use of the ‘Networks2021’ conference if the Consortium decides to attend.

**Action: DB to provide JK with HTML for a webpage that will enable the ESRs to submit information about their datasets.**

**Action: Durham management team to arrange a matchmaking event and a pre-Datathon event.**

### c) Brno (Advanced Course in Socio-ecological Systems & Network Analysis)

Christian Kimmich was unable to attend the meeting due to IT failure. It was confirmed that the Advanced Course is planned for August 18<sup>th</sup> – 25<sup>th</sup> 2021.

**Action: JK to discuss location and accommodation with Christian Kimmich**

## 7. Secondments

The Chair reminded the Board that the REA approved the secondment amendments that were submitted in September. However, in the next three months it will be necessary for all supervisors and secondment hosts to consider whether they need to request amendments that are due for secondments in spring/summer 2021. The Supervisory Board is due to meet in early March and will consider the next batch of secondment amendments at that meeting

**Action: JK to remind the Consortium that secondment amendments need to be considered and prepared before early March 2021.**

**Action: SHA to remind the ESRS if the need to be discussing the secondments due in Spring/summer 2021 with their supervisory.**

## 8. Date of next meeting

It was agreed to hold the next meeting in February/early march 2021

**Action: JK to set up a Doodle Poll in January.**

## 9. Any Other Business

The Board discussed the use of Slack and agreed that we should continue to promote the use of Slack to communicate in the network. Although take-up is currently erratic, it was thought that network members would increasingly engage as the network evolves. Demian Bettaglia proposed that it would be a good idea to introduce a feature that would attract members to Slack, e.g. 'Paper of the Day'

**Action: Durham management team to consider the promotion of Slack.**