

ICSP- International Committee on Systematics of Prokaryotes

Officers of ICSP

Minutes of Internet-meeting 28 June 28, 2018

Complete and Redacted Minutes are the same.

Action points:

1. Consult with Secretary re purchase of a Dropbox license for archiving material (IS).
2. Redact minutes of EB meetings for 2018 (LD and BW)
3. Follow up on permissions to post information on the Members of the ICSP and Subcommittees on the website (LD and DB).
4. Remind Members in early July to send comments of draft statutes (LD).
5. Request input from M. Trujillo on short format species descriptions (FR).
6. Preparation of details for educational video contest (CB).
7. Survey EB on availability for July and August meetings (LD).

Minute 1. Call to order. The Chair Iain Sutcliffe called the meeting to order at 14:02 BST (London time).

Minute 2. Record of attendance. The members that participated were I. Sutcliffe (Chair), F. Rainey (Vice-chair), B. Whitman (Treasurer), D. Brown (Secretary Subcommittees) and F. Venter (Member-at-Large). From the JC, R. Rossello-Mora (Vice-Chair) also joined. Apologies were received from W.-J. Li (who was travelling, Member-at-Large), L. Dijkshoorn (who was ill, Executive Secretary), and C.T. Bull (Secretary of the JC). B. Tindall (Chair of JC) did not attend. B. Whitman took the minutes.

Minute 3. Minutes of the 31 May 2018 EB meeting. These were approved.

Minute 4. Action Points from previous meeting.

- a) Final decision on Dropbox has not been made because I. Sutcliffe has not had an opportunity to consult with L. Dijkshoorn. This continues as an action point.
- b) F. Venter reported that the website has been updated. Some Subcommittee minutes have also been added.
- c) I. Sutcliffe discussed the distribution of redacted EB minutes to the ICSP Members. B. Whitman suggested that a redacted version of the minutes should be presented at each meeting to the EB for approval along with the complete minutes. This would keep the ICSP informed of the activities of the EB while protecting the privacy of any individuals discussed at the meeting. I. Sutcliffe reported that summaries of the EB meetings through December have already been distributed to the ICSP. B. Whitman volunteered to produce redacted versions of the May and June minutes for approval at the next meeting. L. Dijkshoorn will be asked to redact the minutes of earlier meetings.
- d) Requests for permissions to post contact information on the ICSP websites were sent by L. Dijkshoorn, but the responses are not known due to her absence. D. Brown reported that he forwarded the requests to the Chairs of the Subcommittees, who in turn forwarded them to the members of the Subcommittee. While many responses were received, D. Brown reported that he does not have lists of members, so he does not know if they were complete. F. Venter reported that the website does not include the contact information for most subcommittee members, and these responses are not needed. I. Sutcliffe reported that a few subcommittees listed their membership in some documents posted on the website. Either these documents

should be removed or the permissions obtained. D. Brown will follow up with the Subcommittee Chairs to insure that all the needed responses are collected.

- e) Candidates for editors of IJSEM were not proposed, and I. Sutcliffe suggested that this should be dropped as an action point. F. Rainey reminded the EB of the importance of nominating editors.
- f) Distribution of the draft statutes. L. Dijkshoorn distributed the draft statutes on 9 June 2018. Responses are due 27 July 2018. B. Whitman reported that he has only received responses from one individual. It was decided to remind the Members in early July to send responses.
- g) Matters arising from the Valencia minutes. I. Sutcliffe reported that the Valencia meeting recommended the formation of a subcommittee to assess the viability of short formats for publication of species descriptions, but this subcommittee has not yet been constituted. There was some uncertainty whether or not this topic was specific to the IJSEM or more generally for all systematic publications. Moreover, it was pointed out that the ICSP has authority in nomenclature but not taxonomy, and the format of descriptions is a taxonomic matter. F. Venter remarked that the IJSEM has previously published papers recommending standards for species descriptions and it would be useful to create additional templates for taxonomic researchers. Opinions were varied, but there was some sentiment that the wide variety of systematic journals already provide authors with many choices. A lengthy discussion ensued, and it was decided that F. Rainey would ask Martha Trujillo's opinion as Editor-In-Chief of IJSEM. F. Venter reported that the topic was also discussed at the Editorial Board meeting of the IJSEM.

Minute 5. Update from IJSEM/Update on publication of the ICNP. F. Rainey reported that the recent impact factors for IJSEM were released. The 2017 two-year and five-year impact factors are 1.932 and 2.385, respectively, and were lower than the 2016 values. However, the ranking of the IJSEM in the JCR Microbiology category increased from 86/125 to 76/125 from 2016 to 2017, respectively. F. Rainey remarked that falling below 2.0 was very significant and would likely affect future submissions and sales. He also reported that the Microbiology Society has implemented a number of social media efforts to increase the journal's visibility, but the consequences would probably not be noticeable until 2020. I. Sutcliffe reported that the IJSEM impact factor is higher than some of the Society's other journals and that many of the traditional journals are suffering from declining impact factors. F. Rainey also reported that the proofs of the ICNP has been sent to the authors, and corrections are expected by the end of July.

Minute 6. Update from the subcommittees. D. Brown reported that the IJSEM announcement on disbanding inactive subcommittees has had further positive effects. He was recently contacted by members of the *Bifidobacterium* subcommittee, whose officers have resigned. The remaining members are in the process of electing new officers. He also asked if financial support is available to support the subcommittee activities. B. Whitman reported that no money has been allocated for this activity in the last four years, however some of the income from the IJSEM could be used for this purpose in the future. I. Sutcliffe suggested that this topic should be tabled to a future meeting when it can be discussed more thoroughly.

Minute 7. Update on JC activities. R. Rossello-Ramon reported that the JC is making slow progress, and it is currently evaluating three Requests for Opinions and two proposals for amendment of the ICNP. I. Sutcliffe and other members of the EB congratulated the JC on its progress and emphasized the importance of its activity to systematics.

Minute 8. Update from working group for Education & Outreach. Because C. Bull and L. Dijkshoorn were unable to attend, there was no report.



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Minute 9. Update from the working group on the statutes. B. Whitman reported that the draft statutes were distributed by L. Dijkshoorn but comments have not yet been received.

Minute 10. Next meeting. B. Whitman and D. Brown reported that they are not available to meet at the end of July. It was decided to survey the EB to determine who could meet in July and August before deciding whether or not to schedule these meetings.

Minute 11. Any other business. No other business was discussed.

Minute 12. Adjournment. The meeting was adjourned at 15:06 BST (London time).

Next meeting: To be determined

B. Whitman filling in for Lenie Dijkshoorn, Executive Secretary, 28 June 2018