



## MINUTES – OPTiMA EXECUTIVE COMMITTEE FRI 4<sup>th</sup> MARCH 10:00 – 12:00

LOCATION: ZOOM

Attendees: Kate Smith-Miles (Chair -KSM), Doreen Thomas (DT), Peter Stuckey (PS), Andreas Ernst (AE), Adrian Pearce (AP), Guido Tack (GT), Peter Taylor (PT), Charlotte Hurry (CH-minutes), Rob Hyndman (RH)

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Apologies:

### MINUTED ITEMS

1. Actions from previous meetings
  - a. Action 2 & 4) IAC

KSM has contacted several of the proposed members. Leonie Walsh has agreed and thinks we should meet twice a year. Francis Norman is also enthusiastic – he is now the CEO of the Centre for Decommissioning Australia (CODA). The Exec is still keen to have him on board. No response yet from Mike or Bronwyn Fox.  
SAC – not yet actioned
  - b. CSIRO NextGen – Monash put in two applications. We will add this discussion to the next meeting to determine how to submit something for OPTiMA. **CH** to add.
  
2. Strategic Plan  
FEEDBACK/COMMENTS  
*Outreach Plan*

KSM shared the current plan. PS – I am wary of school visits. KSM – school visits are part of my yearly outreach, so it is easy to hit the KPIs. KSM – missing from the plan is that we should have a collection of resources that any of us could use when doing school visits because it's a significant barrier for people. The Exec agrees with the current plan. **KSM** to develop Milestones.

  
*Education and training plan*

PS shared the plan. PS-I am worried about the amount of work to develop microcerts. KSM-we have support at UoM for Microcerts, so we can use that to support the committee. PS will take responsibility for the MOOCs has he has run them before. AE -Monash runs a hackathon type initiative (MISG) where AE is involved and will include optimisation. MISG running Feb – 2023 (**AE** to contact Mark Flegg at Monash, give information on optimisation, and reach out to the industry partners). KSM – We need to ensure that OPTiMA people attend. **AE** will send

through his flyer. What is the fee? Under \$10000. **AE** to present at a future meeting. GT- Basically, all PhD students are switching from coursework to a professional development program at Monash. We need to make sure that MISG participation is compatible with what they have to do for the university programs anyway, so we don't double up. The Exec agrees with the current plan. **PS** to develop Milestones.

**PS** and **KSM** agree to consider the overlap on their plans and enter this in the Milestones. Some overlap is expected.

#### *EDI plan*

CH shared the EDI Policy. The Exec asked for updated wording on Goal: to promote OPTIMA's research to female-led groups to encourage the participation of women in OPTIMA's disciplines: to encourage the participation of women.

- Create outreach opportunities in years 4 and 5 aimed at promoting the participation of young women in STEM subjects (in collaboration with the Outreach Sub-committee). – female outreach in year one. (work on that)

KSM suggested - To promote OPTIMA's research in a manner that encourage greater participation of women, particularly by highlighting the achievements of OPTIMA's female researchers.

**CH** to update

The Exec agrees with the current plan.

CH then shared the Actions for the EDI. The Exec agrees with the Actions. **CH** to develop a misconduct procedure.

PS/RH reiterated that algorithmic bias is an excellent initiative. RH is a member of the federal government's statistical and technical advisory group on indigenous data. And so, any algorithmic bias around indigenous people will be discussing that group, so that's something we're already doing and probably should get reported somewhere. **CH** to follow up with RH to determine if we can use this for the Centre.

#### Strategic Plan

CH states that the completion date should be 23<sup>rd</sup> March but ensuring we don't rush it; we will aim to finish by the 23<sup>rd</sup> April to allow the Exec to review it again. **CH** to complete the Strategic Plan by 23<sup>rd</sup> April.

#### Research Plan/Transformation plan

CH asked for feedback. Update given. **KSM** and **CH** to update the Research Plan and Transformation Plan.

#### Collaboration Plan

KSM – let's move this to a separate document. **CH** to create a separate document.

**CH** to add in the figure to SP.

-By design, we have PHDs from different industries, and the postdocs have been selected to provide support to all these different areas.

Data Management Plan

Add discussion to the next meeting - CH

CH – email CIs with acknowledgment wording for publications

CH – add to task list – create Y3surveys to determine how they have integrated with OPTIMA and if how translation is working for them, e.g. will they use the tool kit?  
What are the ongoing barriers?

### 3. Membership Update

#### **Members**

KSM proposed Aldeida Aleti as an AI – The Exec agrees

Uwe proposed Chaitanya Manapragada; Long Song; Yuan Sun as AIs – CH presented their bios to the Exec. – The Exec agrees

CH – New OPTIMA students that have been proposed are

Mary Kolyaei (Hamideh)

Winton Nathan-Roberts (Uwe)

Tien Dung Pham (Uwe)

The Exec agrees

CH to follow up on Ellie as AI.

PS- Software developer has been hired. PS-they are not there to generate research code but to support us to make it available. Industry partners want to use Python, but it has its complexities.

#### **New projects**

KSM was seeking a partnership with CSL. As part of this, she discovered that Uwe was also working with CSL, and Aldeida has strong connections with CSL. Aldeida will contact CSL to propose a UoM-Mon project with her and KSM. CH to send paperwork to Monash. PS – to follow up with Aldeida and MS, CH to be invited to meetings with partners.

#### **Industry Projects**

GT-SE Water has offered two promising students, but they have declined the offer. They will hold another interview next week. If it fails again, SE Water and GT will re-assess the pitch. Also, CH will prepare a slide for recruiting.

PS-AusNet -PS explained that we could change the project from a PhD to a Masters. Ariel has explained that they don't need to take the student for a full 12 months.

KSM – ABS is signing up, and Probe Group is now working through the agreements.

4. Industry Affiliates

Request a meeting with the ARC (CH)

Does it only matter if they take an ARC scholarship? PT and PS to join. CH to arrange the meeting.

5. Update from Themes (SI\*)

6. Update from Sub-committees (SI\*)

7. AOB

### ACTIONS FROM PREVIOUS MEETINGS

1	Terms of reference	-develop terms of reference and policies for the sub-committees	CH		
		Education and Training Plan	E&T Comm	23 March 22	In progress
		Budget Plan	CH	23 March 22	Pending
		Governance Plan	CH	23 March 22	Pending
		Data Management Plan	CH	23 March 22	Pending
		Outreach Plan	Out Comm	23 March 22	In progress
2	Scientific advisory committee membership	Plan for 1st meeting in March 2022. Membership– Contact Leonie Walsh; Michael Grogan or Katie O'Connell; Francis or Roma Sharp; Bronwyn Fox or Simon; Heather St. John; Heather's equivalent at Monash	KSM	1 Apr 22	In Progress
3	Optimisation Training Centres and CoEs	Compile a list	CH/KSM	1 Apr 22	Pending
4	Industry committee membership	Plan for 1st meeting in March 2022. Membership. Membership - Contact Natasha, Alexandra and Chris, Martin.	KSM	1 Apr 22	Pending
5	Industry partners	CSL – send paperwork to Monash and contact CSL	CH/Aldeida	asap	Pending
		Set up a meeting with ARC ITTCS to discuss collaboration	CH	1 Mar 22	Completed
		Speak to the Bureau of Meteorology regarding optimisation problems.	PT	1 Apr 22	Pending
		AusNet – create a slide to promote the project	CH	1 Apr 22	Pending
		zipgen.com – contact regarding the project.	KSM	1 Apr 22	Pending
		AGL – follow up on the second project.	KSM	1 Apr 22	Pending
		ARC -arrange a meeting to discuss industry joining options.	CH	04 May 22	Pending
		Rockwell	AP	04 May 22	Pending

6	Strategic Plan	Outreach Plan – finalise and write the milestones	KSM	1 Apr 2	Pending
		Education Plan– finalise and write the milestones	PS	1 Apr 2	Pending
		EDI Plan/Transformation Plan/Data Management Plan/add figure - finalise	KSM/CH	1 Apr 2	Pending
7	Annual Report	Count these 'internal' arrangements as OPTIMA projects. Add a section in the Annual Report	CH	04 May 2022	Pending
8	AI form	Update	CH	4 Apr 22	Pending
9	Als	Contact Lusheng for Seminar and flag Tansu	CH	ASAP	In Progress
		Contact Chris Manzie	DT	04 Apr 22	In Progress
10	Add to future meetings	Financial incentives for associate investigators	CH	04 May 22	Pending
		Level A postdoc discuss	CH	06 Jun 22	Pending
		CSIRO NextGen Graduate Program	CH	1 Apr 22	Pending
11	Centre launch	Start planning	CH	1 Apr 22	Pending
12	First draft of internal partnership	Develop as part of the MW project at UoM	CH/KSM/RIC	1 Apr 22	Pending
13	Algorithmic bias	Follow up with RH	CH	1 May 22	Pending
14	Acknowledgment	email CIs with acknowledgment wording for publications	CH	1 May 22	Pending
15	Y3 forms for POs	Create and set date	CH	1 Oct 22	Pending
16	Als	Follow up	CH	1 Apr 22	Pending