

# Meetings and Symposia Committee (MSC)

J. Steinlechner - Maastricht University



# Initial Charge of the Committee

From ET Bylaws:

*The Meetings and Symposia Committee is responsible for **organizing and coordinating the meetings of the Collaboration**\*, following the procedures in the Guidelines for Meetings and Symposia developed and updated by the MSC, proposed by the SP and endorsed by the CB by simple majority vote. In the early phase, the executive board will take the role of the committee.*

\* this includes the monthly (online) collaboration wide meetings, and the coordination of workshops

# Initial Charge of the Committee

From ET Bylaws:

*The Meetings and Symposia Committee is responsible for **organizing and coordinating the meetings of the Collaboration**\*, following the procedures in the Guidelines for Meetings and Symposia developed and updated by the MSC, proposed by the SP and endorsed by the CB by simple majority vote. ~~In the early phase, the executive board will take the role of the committee.~~*

\* this includes the monthly (online) collaboration wide meetings, and the coordination of workshops

# Envisioned Composition










Elected  
Chair

# Envisioned Composition



Elected  
Chair








Representatives of Boards and Committees

 ISB chair	 ECSS chair
 OSB chair	 EMCC chair
 EIB chair	 CEC chair
 SPB chair	




# Envisioned Composition



Representatives of Boards and Committees

 ISB chair	 ECSS chair
 OSB chair	 EMCC chair
 EIB chair	 CEC chair
 SPB chair	

LOC Representatives

 upcoming LOC
 previous LOC
 previous LOC

# Envisioned Composition



Elected  
Chair

**Appointed Members**

- organizer:  
monthly  
meetings
- organizer:  
workshops

**Representatives of Boards and Committees**

- ISB chair
- OSB chair
- EIB chair
- SPB chair
- ECSS chair
- EMCC chair
- CEC chair

**LOC Representatives**

- upcoming LOC
- previous LOC
- previous LOC

# Envisioned Composition

core committee



elected chair

**Appointed members**

- organizer: monthly meetings
- organizer: workshops

**Representatives of Boards and committees**

- ISB chair
- OSB chair
- EIB chair
- SPB chair
- ECSS chair
- EMCC chair
- CEC chair

**LOC representatives**

- upcoming LOC
- previous LOC
- previous LOC



# Regular Meetings and Todo's of the Committee

The committee will meet

- weekly for a period of eight weeks prior to each Symposium or Annual Meeting
- monthly at all other times

Continuous tasks

- organisation of LOCs
- organisation of meetings

Initial tasks

- define procedures for the committee
- define procedures and timelines for meeting organisation
  - **definition of responsibilities SOC and LOC**
- implement specific events, activities etc. (see e.g. poster prize)

# Regular Meetings and Todo's of the Committee

The committee will meet

- weekly for a period of eight weeks prior to each Symposium or Annual Meeting
- monthly at a

Continuous tasks

- organisation
- organisation

Initial tasks

- define procedures for the committee
- define procedures and timelines for meeting organisation
  - **definition of responsibilities SOC and LOC**
- implement specific events, activities etc. (see e.g. poster prize)

If you are interested in joining:  
Please let me know!