

The Bioconductor Training Committee is composed of community members who participate in the monthly meetings and are part of the 'bioconductor-teaching' Google Group. The committee is led by two co-chairs, who are elected.

Co-chair tasks

- Send or schedule reminders about monthly meetings.
- Coordinate and communicate the agenda for monthly meetings.
- Chair monthly meetings.
- Coordinate the documentation and materials related to the committee (Google Drive).
- Report to the Community and Technical Advisory Boards about committee activities.
- In collaboration with the Bioconductor Community Manager, evaluate and select candidates for Carpentries instructor training, Physalia courses, and similar.
- If appropriate, and typically after discussion with the Community and Technical Advisory Boards and the project leadership team, enter agreements on behalf of the committee ([example](#)).

Examples of other tasks (sometimes done by co-chairs, but could be assigned to any interested community member)

- Present the committee and activities at Bioconductor related or other conferences and events, including to other communities with shared interests.
- Organize community events (hackathons, lesson development events, teaching week, ...).
- Coordinate manuscript writing/submission.
- Coordinate the development of new training material.
- In collaboration with the Bioconductor Community Manager, coordinate workshops (independent or in conjunction with conferences and other events).

Co-chair term limits and elections

- The aim is to have two committee co-chairs.
- Each co-chair is elected for a term of two years.
- The two co-chair terms are staggered so that one expires each year.
- Committee members interested in taking on the co-chair role should email the current co-chairs with a short candidacy statement before the application deadline (January 15).
- The current co-chairs and the Community Manager evaluate the suitability of the candidates. Candidates with prior involvement in the Bioconductor Training Committee will be prioritised.
- The names of the candidates will be shared with the committee via the Google Group (by January 30).
- If at least one suitable candidate has been identified, a voting form will be sent out to the members of the committee (via the Google Group), and each committee member is asked to vote for their preferred candidate (February 20).
- If no suitable candidate has been identified, the current co-chair can offer to renew their term for another period.
- The new (or returning) co-chair assumes the role on March 1.

Amendments to the Governance Document

Proposed changes can be initiated by the co-chairs or suggested by any committee member during a meeting. All proposals are shared with the committee via the mailing list. Changes are adopted by consensus. If consensus cannot be reached, the co-chairs may seek input from the Technical Advisory Board, Community Advisory Board, or other relevant stakeholders.