

Luxembourg Bioinformatics Network LuciLinX

1. About:

The first meeting of the Luxembourg Bioinformatics Network LuciLinX was held on April 2 at 2h30 pm at CRP-Santé by representatives of the major public and private research institutions active in the field of bioinformatics in Luxembourg.

This document describes the mission of the network, as well as rules by which the network will function. Both the mission and the rules are not exhaustive and may be adapted in due time.

2. Founder members:

Lucien Hoffmann	CRP-Gabriel Lippmann
Pierre Plumer	CRP-Henri Tudor
Andreas Jahnen	CRP-Henri Tudor
Francisco Azuaje	CRP-Santé, Cardiovascular Research Laboratory
Yvan Devaux	CRP-Santé, Cardiovascular Research Laboratory
Céline Yvorra	CRP-Santé, Cardiovascular Research Laboratory
Arnaud Muller	CRP-Santé, Microarray Center
Petr Nazarov	CRP-Santé, Microarray Center
Daniel Struck	CRP-Santé, Retrovirology Laboratory
Anne-Marie Ternes (A-M)	CRP-Santé, Retrovirology Laboratory
Olivier Keunen	CRP-Santé, head of IT infrastructure
Patrick Pirrotte	Institute of Immunology, LNS
Marc Diederich (MD)	Laboratoire de Biologie Moléculaire et Cellulaire du Cancer
Serge Eifes	Laboratoire de Biologie Moléculaire et Cellulaire du Cancer
Carsten Carlberg (CC)	University of Luxembourg
Merja Heinäniemi (MH)	University of Luxembourg

3. Mission / Objectives:

- promote communication between bioinformaticians in Luxembourg
- increase the national and international visibility of bioinformatics research and applications in Luxembourg

To achieve this, LuciLinX will

- setup a website to catalogue bioinformatics activities, resources and contacts in Luxembourg

- setup a mailing list to exchange news, invitations, calls-for-papers, start discussions etc
- setup a question and answer help system between bioinformaticians in Luxembourg
- periodically organise meetings with its members to discuss current affairs and upcoming events
- organise a yearly bioinformatics symposium in Luxembourg
- participate and be involved in the organisation of international bioinformatics meetings
- participate in projects aimed at promoting bioinformatics in Luxembourg organised by other institutions (e.g. LuxInnovation)
- be present at fairs (student / job / industrial etc), so as to advertise the research and investment potential in bioinformatics in Luxembourg and to create contacts between researchers, students, private companies, public institutions and others

This list is not exhaustive and new activities may be set up as needed.

4. Status of LuciLinX:

LuciLinX will be, at least during the first year, a *de facto* association (*association de fait*), modeled after virtual bioinformaticians communities set up abroad.

This will reduce administrative hassle and obligations and allow the network to function in a more flexible and dynamic way. Moreover, even a *de facto* association is able to open a bank account if the network should have to manage proper funds in short term.

Of course, the members may at any time decide to take the step of turning LuciLinX into an Association sans but lucratif a.s.b.l. , i.e. a not-for-profit organisation.

5. Coordination:

The designated coordinator is in charge for the period of one year. Coordinatorship should be taken up in turn by a member of each participating institution.

The task of the coordinator is, to put it generally, to coordinate the organisation of meetings, the annual scientific meeting, the preparation of upcoming events, and act as moderator in the case of major conflicting positions.

He / she is supported in this task by representatives of each of the participating research groups. It is important that the coordinator can rely on the input, suggestions, constructive criticisms and professional experience of those representatives as well as of other network members. Also, the coordinator can delegate tasks to those members best suited to that task, because of their experience, domain of work, contacts with other institutions, or simply to share the workload.

6. Membership:

Becoming a member of LuciLinX is extremely easy, simply write to the coordinator so as to be included in the mailing list.

Membership is not restricted in any way: basic and advanced users, software developers, researchers, theorists, mathematicians, physicists, chemists, students and any other person having an

interest in bioinformatics in Luxembourg may become a member of the network.

7. Annual symposium:

The annual scientific meeting is organised in turn by each of the participating institutions. The organising institution is responsible for raising the funds for the conference, through finding a sponsor (FNR, LuxInnovation etc) and offering exhibition space for industry products.

8. Regular meetings:

LuciLinX members will meet to organise the scientific meeting and other upcoming events, as well as anytime when there is need to take important decisions and discuss major topics.

The invitation to a meeting will be sent by the coordinator to the members at least 2 weeks in advance of the meeting date.

Discussion items must be mentioned on the agenda of the meeting. Each member may ask prior to the meeting to add an item to the agenda.

The meeting shouldn't take more than 2 hours time, any items that could not be discussed due to lack of time will be postponed to the next meeting. Of course, discussion may also already take place using the mailing list.

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Revised May 7, May 9.