

CCP4 Working Group 2 (WG2)

The aim of the present document is to define the terms of reference of WG2 in relation to Working Group 1 (WG1), the executive committee (CCP4-exec) and the community.

WG2 constitutes itself from the CCP4 developer and user community, maintaining a wide geographic spread, and reports to the WG1 chair, and CCP4-exec.

Working group 2 chair(s)

WG2 will be chaired by up to two people who will work to deliver on CCP4's priorities, with a focus on:

- Taking care of the logistical commitments of WG2, such as the nomination of Study Weekend organisers, and promotion of workshops and courses.
- Advancing CCP4's scientific developments.
- Making sure new CCP4 software is presented, and potential new inclusions in the suite are discussed by the group.

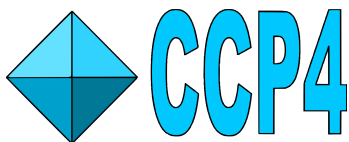
Terms of reference

WG2 oversees the activities of CCP4 to organise and/or sponsor meetings and presents a forum for active crystallographic representatives of MX groups to exchange information and to coordinate their activities.

The prime activity of WG2 is to organise CCP4's most important conference, the three-day Study Weekend (SW) held in January on a chosen subject, and the ensuing publication proceedings in an *Acta Crystallographica Section D* virtual issue.

WG2 will meet at least three times per year (see next section) to organise logistical meetings achieving the following:

- Selects a topic, following suggestions made by members of WG1 at the current SW.
- Appoints the organisers.
- Suggests chairs and speakers.
- Scrutinises the programme.
- Debriefs the SW.



- Observes application of CCP4 ED&I recommendations at CCP4 events including WG2 meetings.
- Advises on CCP4-MX community interactions. WG2 may make suggestions on the organisation of CCP4 courses and meetings, software rollouts or web presentation.

Additionally, WG2 will meet to discuss CCP4's scientific developments to achieve the following:

- Provides a forum for CCP4 developers to meet and coordinate activities with real users from MX laboratories.
- Provides feedback to the CCP4 team and developers on recent program developments.
- Serves as an alpha testing environment for CCP4 software developments.
- Identifies the needs of the user community in defining new areas on which CCP4 should focus its developments and of aspects of current software which would benefit from future changes.

Meetings

WG2 meets several times per year – online or hybrid – to achieve the goals set out in the terms of reference. Hybrid meetings will consider CCP4's geographical spread. Logistical meetings will follow a predictable schedule to oversee and support SW organisation:

- **January/February** meeting: Debrief of the CCP4 SW. The topic for the forthcoming SW proposed by WG1 is discussed. Meeting organisers are suggested, which are thereafter contacted by the Chair(s).
- **May/June** meeting: Presentation by the meeting organisers of the SW and a discussion with suggestions for topics and speakers.
- **October/November** meeting: This will serve to give feedback on the meeting organisation and to clarify any issues remaining.

Further topics may be set by the Chair(s) as required.

Composition of Working Group 2

Eligible for membership of CCP4 Working Group 2 are:

- A. University staff in structural biology groups. PhD students by invitation only.
- B. Structural biologists in companies holding a CCP4 commercial licence.
- C. Any software developer with a demonstrable interest within the remit of CCP4.

Individuals wanting to join the group should approach the Chair(s) by email.