RIGI 2019

Business Day

BM Annual Report

AB/BM RIGI Business Day Meeting Agenda

9:00   **Welcome**

9:15   **BM Summary Report to AB; BM Topics; Clarifying Q&A**

9:45   **Select Committee Presentations**

10:15   **AB Brief Reflections; AOB**

10:30   Coffee break

11:00   **AB Committee breakout**

12:00   Lunch and AB & BM group photo.

13:00   **AB discussion on BM Topics**; **AOB**

15:00   Coffee (AB chair and AB secretary compile discussion summary)

15:30   **AB/BM Joint Meeting and Feedback**

16:45   **Closure**

17:00   **Adjourn**

Introduction

Herein, the Board of Management is pleased to offer to the Advisory Board the annual update on Society activities <u>and to seek advice on specific topics</u>. The subjects covered are:

- *Strategic overview*
- *Membership*
- *Elections*
- *Administration and finances*
- *DS Website*
- *Publications*
- *SIGS & Chapters*
- *ICED 19 and 21*
- *DS Events*
- *Specific Topics for AB Advice*

Please contact

president@designsociety.org

with any questions you wish to have addressed in the meeting or with comments for discussion.

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Strategic Overview

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Highlights of the Year

- Administration
    - Increased membership (20% from Feb. 2017). New membership strategy (proposal).
    - Excellent financial status
    - New DS Administrators team and contracts
    - Broader Society presence (logos, social media)
    - Alignment and formalization of events and publications (proposal)
- First Year Operation of Standing and Ad Hoc Committees
- Active SIGs overall; revision of SIG operation guidelines (proposal)
- ICED21 planning in progress
- Publications
    - Contract for *Proceedings of the Design Society* published with CUP starting with ICED19.
    - *Design Science* Journal in Volume 4.
    - DS Logos and endorsement for select design journals continues.
- DS Website operational and in continuous improvement mode.

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Membership Update

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Membership Update Summary

- The number of paid up members is 611. This is an increase of 108 members compared with the same time 2 years ago. Membership numbers collected in February each year.

- We have 12 Departmental institutions of 177 members. These are:

Luleå Univ. of Technology	Grenoble Inst. of Technology	Univ. of Zagreb
Karlsruhe Inst. of Technology	Univ. of Michigan	Univ. of Erlangen-Nürnberg
Mälardalen University	Univ. of Ljubljana	Clemson University
CentraleSupélec Paris	TU-München	Technische Universität Darmstadt

- ## We have 3 Institutional Memberships:
  Sydney University of Technology Library, Cambridge University Library, and Loughborough University.

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Membership Update in detail

Table 1. Membership numbers collected in February each year. *Yellow shows effect of an ICED year

	2016	2017	2018	2019	
Fellows and Hon.Fellows	14	14 (1*)	13 (2*)	15	Includes those who have passed
AB				25	
BM				6	Numbers of members and associate members have increased since the last comparable year 2017.
Members	290 (55*)	262 (52*)	408 (58*)	294	
Associate Members	252 (82*)	222 (85*)	342 (90*)	277	
Retired Members	4	5	10 (1*)	5	Each level does not include the numbers of above.
Number of Departmental Memberships (Universities)	11	11	12	12	Departmental members included in overall figure.
Total	560	503	773	611	

Table 2.Number of **NEW** Design Society Members in each membership year

	July 2015 - June 2016	July 2016 - June 2017	July 2017 – June 2018	July 2018 - Now
Number of new members	98	271	200	129

There were many new members in the lead up to ICED 17

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Membership Update
in detail

How many members have not renewed this year?

- So far this year the following members have not yet renewed (exp.30/06/2018):
    - 185 Full members
    - 129 Associate members
    - **Total: 314**

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Membership Update in detail

Country Distribution:

- Western Europe and the USA continue to dominate membership

- Sweden has overtaken UK into third position

- In total 42 countries are represented

2018

Country	Members
Germany	145
USA	103
UK	76
France	69
Sweden	68
Canada	44
Denmark	34
Italy	28
Norway	20
Japan	19
The Netherlands	17
South Korea	16
Croatia	14
India	13
Australia	12
Brazil	10
Singapore	9
Austria	9
Finland	7
China	6
Switzerland	4
Spain	4
Slovenia	4
Russia	4
Colombia	4
Others	34

2019

Country	Members
Germany	132
United States	93
Sweden	60
United Kingdom	58
France	56
Denmark	26
Canada	20
Japan	17
Italy	15
Netherlands	12
Croatia	12
India	10
Singapore	9
Finland	9
Australia	8
Korea, Republic of	7
Brazil	7
Austria	7
Norway	6
Switzerland	5
Russian Federation	4
Ireland	4
China	4
Spain	3
Slovenia	3
Portugal	3
New Zealand	2
Mexico	2
Israel	2
Indonesia	2
Hong Kong	2
United Arab Emirates	1
Turkey	1
Serbia	1
Philippines	1
Malta	1
Malaysia	1
Luxembourg	1
Greece	1
Ecuador	1
Chile	1
Belarus	1

- 5% of members come from countries that are not in the highest income class according to the World Bank scheme.

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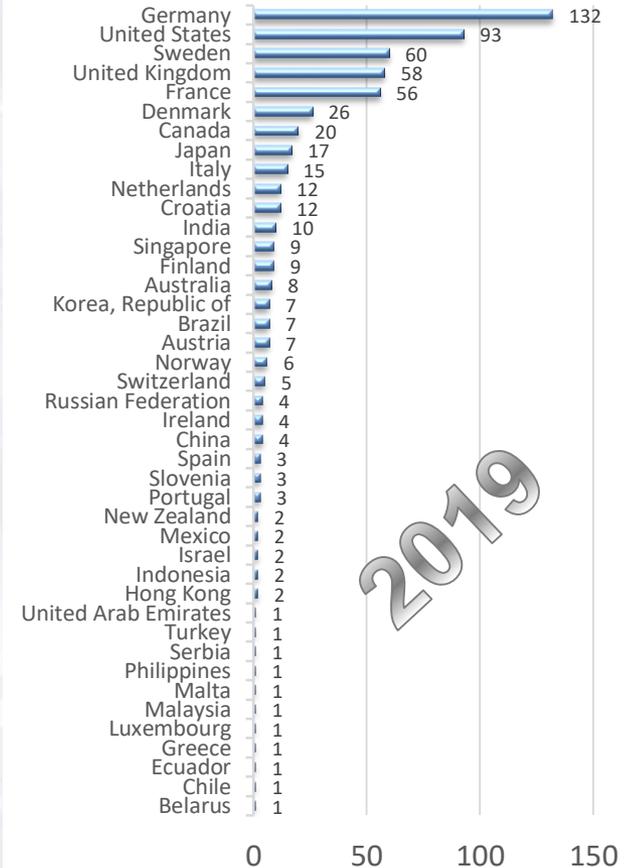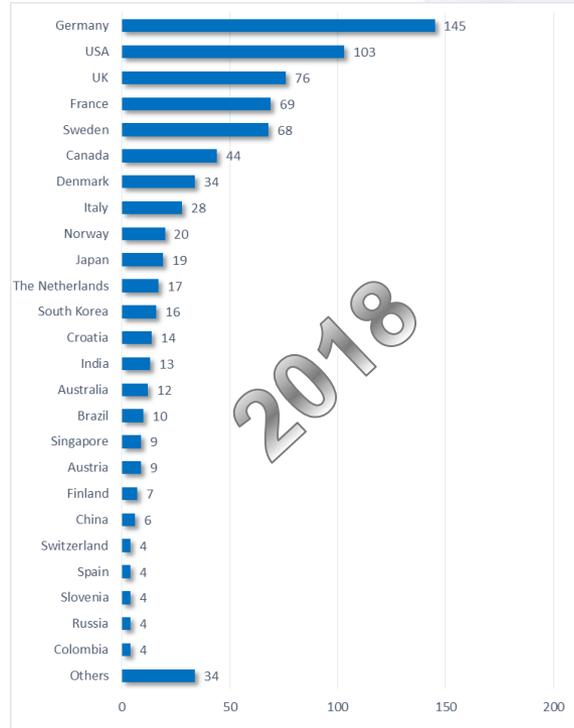
Administration and Finances

Society Administration

- Annual returns to Companies House, OSCR and Tax office have been submitted in time and approved. A copy of the latest annual return is available on the website as a DS document.

- A new independent examiner was appointed to prepare the accounts this year. Gillian has extensive experience working with Scottish charities. She identified changes which were required in the reporting of the accounts to meet new guidance.

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Financial Report

- The DS is a Charitable Company. The financial year end is 30th June.

- All members receive a full financial summary at every General Meeting during ICED.

- For the DS accounts, we must record how much of our income is pre-paid income, due to multiple year membership payment (for taxation reasons). This pre-paid income must be recorded for the same year that it is intended.

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Design Society Website

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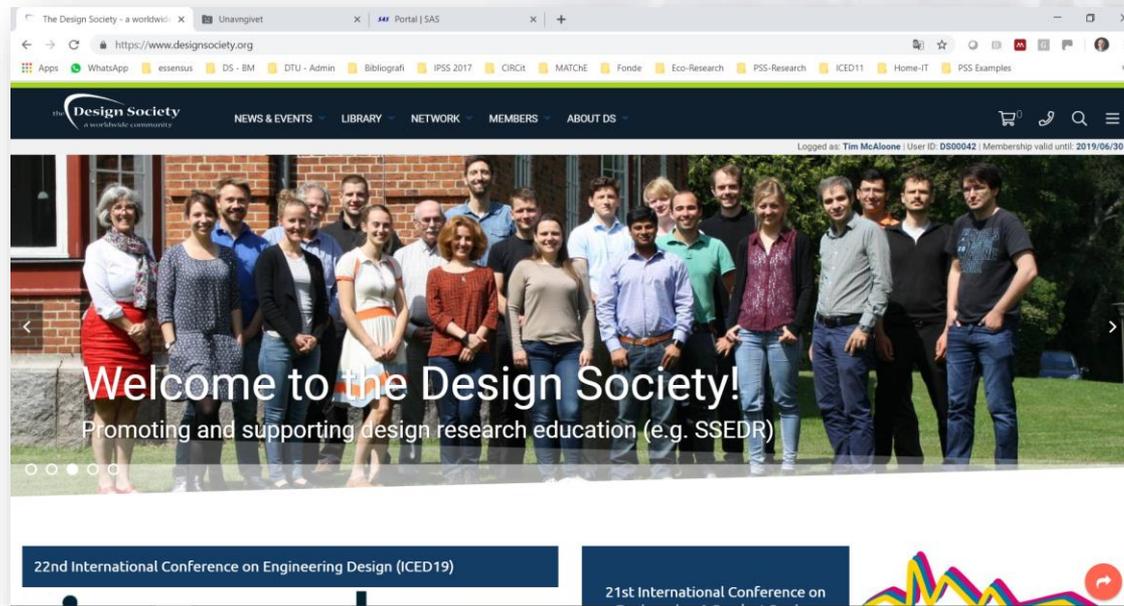
DS Website [Current status]

- Website v3.0 now fully up and running!
- Experiencing around 550 visits by around 400 people, per month
- Publications very popular, especially since Open Access
- Some enhancements still needed (see next slide)
- Need a campaign to encourage members to add jobs, news, events
- Thesis repository is popular (from a download perspective), but has stagnated (from an upload perspective)

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DS Website [version 3.1]

- Tasks for v3.1:
  - Review of graphical expression
  - Enhance the calendar function
  - Enhance the members' profile pages
  - Debugging of publications search
  - Automate the newsletter
  - SIG/Chapter subsites

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DS Website [version 3.1]

- SIG/Chapter subsites: Domains registered

  collaborative.designsociety.org☐
  decision.designsociety.org☐
  creativity.designsociety.org☐
  education.designsociety.org
  dfam.designsociety.org☐
  management.designsociety.org☐
  practice.designsociety.org☐
  designsketching.designsociety.org☐
  theory.designsociety.org☐
  human.designsociety.org
  cps.designsociety.org☐
  process.designsociety.org☐
  risk.designsociety.org☐
  robust.designsociety.org☐
  sustainable.designsociety.org
  asiachapter.designsociety.org☐
  northamericachapter.designsociety.org

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DS Website [version 3.1]

– SIG/Chapter subsites:
first pilots

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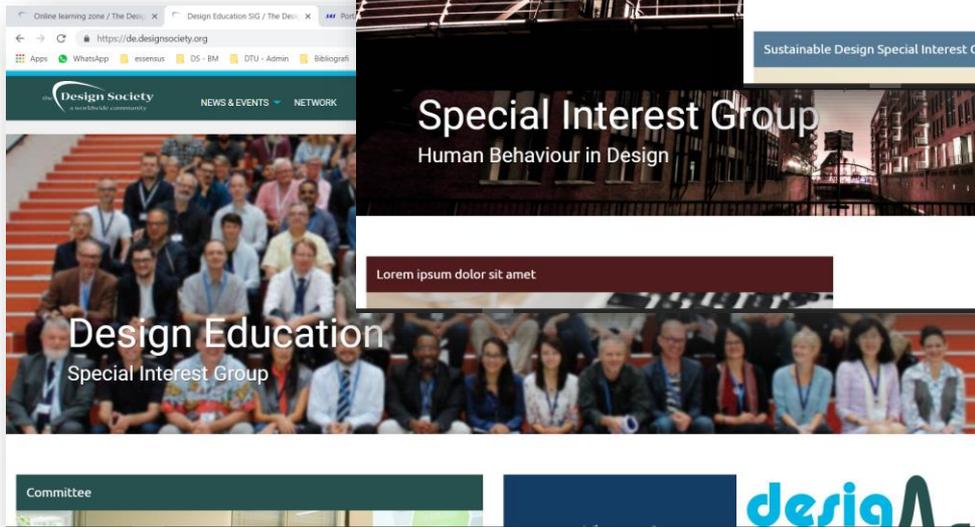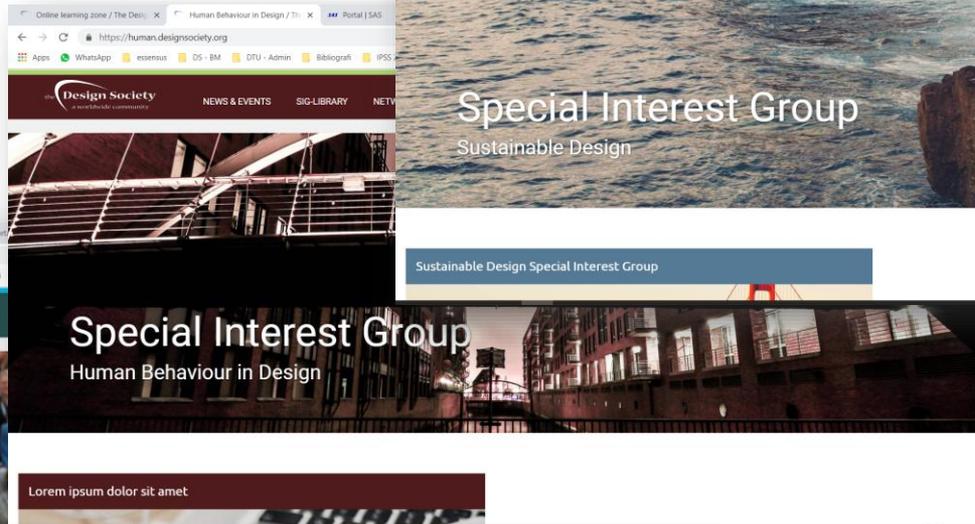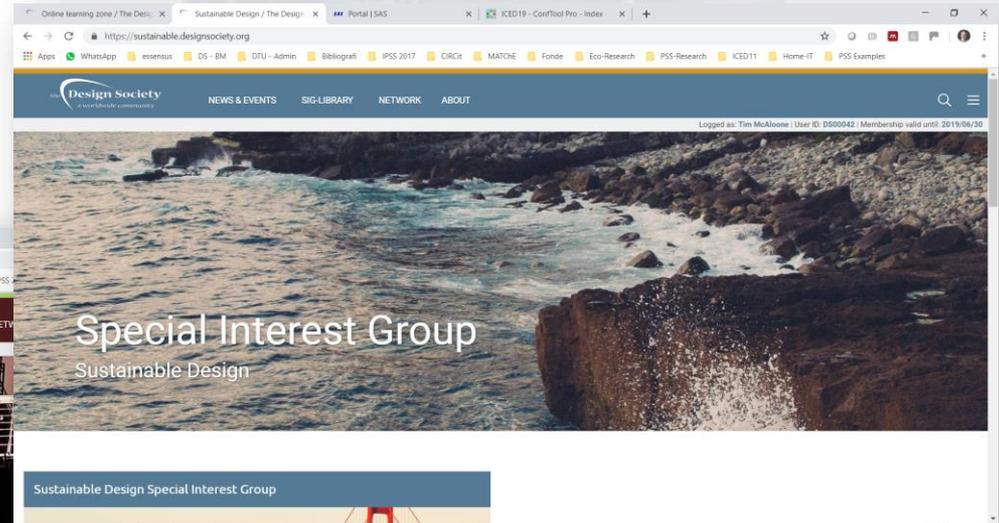
DS Website [version 3.1]

– Experiments with SIG identities

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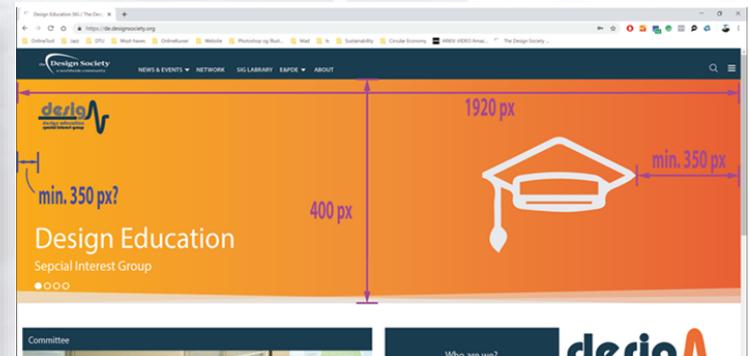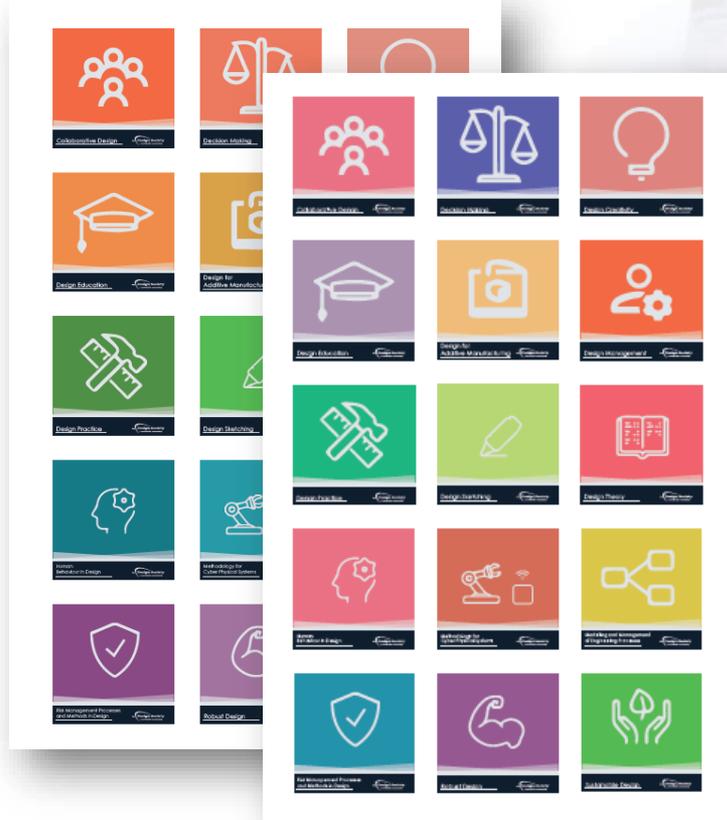
DS Website [version 3.1]

- SIG/Chapter subsites: tasks underway
  - Populate first pilots
  - Implement members' profiles pages
  - Implement pre-filtered publications page for SIGs (using Boolean search filter, provided by all SIG Leaders)
  - Implement push-pull of events, news, job data, from main site*
  - Replicate to all SIGs/Chapters
  - Push for development up to ICED19!

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ICED Website

- As of 2021, ICED will have a DS-hosted website
  - Good for inter/national bibliometric searching (fixed address & data)
  - Good for users
  - Good for cataloguing past conferences
  - Good for local organisers
  - Need to choose main address: www.icedconference.org; iced.designsociety.org; www.icedXX.org

- ICED21 hosts have agreed to collaborate on development
  - Same engine as DS website
  - Slightly different front-end template (extra payment required)
  - Many standardised items…
  - … but still space for "personalisation" (colours, logos, graphics, etc.)
  - Work has commenced: Will be ready for ICED19 last day!

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Elections

Elections

- ICED is elections year
- BM Status
  - 5 members: Panos Papalambros, Tim McAloone, Claudia Eckert, Gaetano Cascini and Georges Fadel
  - Panos Papalambros served two full terms and was president the last two years. He is stepping down from the BM.
  - Tim McAloone is up for reelection for a second term
- AB has to propose possible candidates to the BM
- Two people need to be elected (Tim included)

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Elections

- AB status:
  - 27 members
  - Thank you to the following AB members who served the Society: Petra Badke-Schaub, Jean-Francois Boujut and Steven Eppinger served two full terms. Chris McMahon, Bill Ion and Yasushi Umeda indicated they do not want to serve a second term. Peter Törlind, Sandro Wartzack and Maria Yang wish to be reelected for a second term.
  - The following individuals are candidates: Iris Graessler, Sophie Hallstedt, Michael Kokkolaras, Pascal Le Masson, Seung Ki Moon, Panos Papalambros, Daniela Pigosso, Filippo Salustri, Benjamin Schleich, Joshua Summers, Thomas Vietor, and Ian Whitfield.
  - Ten members need to be elected

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Publications

Design Science Journal

- Summary manuscript statistics to date (February 2019):
  - Submitted: 193
  - Published or in press: 71
  - In review: 40
- There are 12 current AB members serving on the DSJ editorial board (out of 32 total).
- Thematic Collections are becoming a successful strategy for paper submissions and for attracting authors outside the DS.
- Established new paper category on Design Practice Briefs.
- DSJ authorship and editorial membership remains much broader than the DS per se.
- Full ISI indexing still pending.
- Scopus indexing in place

Design Science Journal:
Thematic Collections

- A collection of articles around a particular theme that appears in the journal, typically within a particular time period. Accepted articles submitted within the deadline go through production and are published online as usual (one at a time, so there is no delay), but they are identified and 'tagged' as belonging to that thematic collection and published also as a volume.

- A special roster of Guest Editors manages the manuscripts submitted in the collection. Manuscripts are reviewed as usual, see www.designsciencejournal.org/authors/. The Publisher creates a separate listing and dissemination plan for the collection.

- Five ongoing TCs:
  - Deep Learning for Design
  - Design Neurocognition: Understanding of Design Through Studies of the Brain
  - Lightweight Design in Product Development
  - The future of design cognition analysis
  - Design Research in Industry

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Journal Agreements

- Goal
  - Focus the publication of DS community on a range of selected journals
  - Orient students and young researchers in the identification of reliable sources
  - Provide favourable conditions to DS members for journal subscriptions and OA publications

- DS endorsement to journals
  - DS provides visibility to established agreements on its website, newsletters etc.
  - Publisher offers a preferential discount to DS members for endorsed journal(s)

- Existing endorsement agreement with T&F and CUP
  - Journal of Engineering Design
  - Co-Design
  - Artificial Intelligence for Engineering Design, Analysis and Manufacturing
  - Research in Engineering Design (under negotiation with Springer UK)
  - Journal of Design Creativity and Innovation (under renewal with T&F)

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CUP Proceedings of the Design Society

- Contract signed with CUP in December 2018 after a 3-year deliberation. Contract applies only to ICED.

- Goal and rationale
  - Higher recognition and scholarship, visibility and retrieval, reference linking
  - Gold Open Access
  - DOI indexing
  - Respond to strong desire echoed in the Members' Survey
  - Reduce burden on ICED organizers

- More details in supplied **events and publications** document distributed.

- Contract is confidential but not secret. Available to the AB upon request to the President.

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SIGs and Chapters

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SIG Activities

SIGs 2019	SIG LEADERS	2018 ACTIVITIES	ICED 2019 WORKSHOP
Collaborative Design	A.Thomson, R.I. Whitfield,	Workshop at Design 18	YES
Decision Making	J. Stal-le Cardinal, S. Wartzack, C. Jean, T. Luft	Annual workshop (Design'18) Bi-annual planning meetings	YES
Design Creativity	A.Chakrabarti, E. Dekoninck, Y. Nagai	ICDC 2018 conference in Bath, Workshop at Design 18, YME, 6 meetings per year to plan next ICDC	YES
Design Education	E. Bohemia, A. Kovacevic, B. Howell	E&PDE annual conference, Design 18 workshop, YME, two planning meetings per year	
Design for Additive Manufacturing	S. Graziosi	Sessions at ASME IDETC 2018 Two workshops – Design 18, SFF 2018 Dagstuhl Seminar 2018, Bi-annual planning meetings	YES
Design Management	E. Bohemia, N. Fain, P. Badke-Schaub		
Design Practice	O. Nespoli, O. Isaksson	Workshop at Design 18, Conference with MMEP, Monthly web meetings, and webcasts, research meetings	YES
Design Sketching	J-W., Hoftijzer, B. Howell	NEW SIG 2019 Design 18 workshop, E&PDE workshop 2018,Bi-monthly web meetings	YES

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SIG Activities

SIGs 2019	SIG LEADERS	2018 ACTIVITIES	ICED19 WORKSHOP
Design Theory	P. le Masson, B. Cabanes E. Subrahmanian	Annual conference, Design 18 workshop	YES
Human Behaviour in Design	K. Paetzold, Y. Eriksson		
Design of Cyber Physical Systems	B, Eynard, P. Hehenberger	Design 18 workshop	
Modeling and Management of Engineering Processes	C. M. Eckert, K. Gericke	4 workshops Paris, two at Design18, Cambridge, monthly planning web meetings	YES
Risk Management Processes and Methods in Design	J. Herrmann, J. Oehmen	working paper in progress between 6 members of the SIG	
Robust Design	T. Eifler, B. Schleich	Robust Design day (Annual), Design 18 workshop, Bi-annual summer school,	YES
Sustainable Design	S. Hallstedt, Y. Leroy, D. Pigosso, C. Telenko	Design 18 workshop, annual planning meeting, monthly webcast	YES

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SIG Activities

- Design Sketching SIG approved in 2019

- Biomimetic Design proposed SIG will run a workshop at ICED

- Design of Cyber Physical Systems (CPS) closed in 2019

- ICED19 additional workshops proposed (and interested SIGs):
  – Linkography (Design Creativity, Human Behavior in Design)
  – Design for Global Sustainable Development (Sustainable Design)
  – Perceived Quality (Robust Design)

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Regularly Scheduled SIG and Chapter Events

January

- ***ASIA*** *ICORD – odd years*
- **SIG Design Theory** – every year
- ***SIG Design Education*** *Publish-ED –even years*

May

- Summer School on Integrated Product Development

June

- **SIG Sustainable Design** - Summer School Ecodesign
- Summer School on Engineering Design Research

July

- Summer School on Engineering Design Research
- International Summer School Product Architecture Design PAD
- **SIG Design Management** - Design Management Conference

August

- **NORTH AMERICA** - ASME IDETC conference
- *NordDesign – Even years,*
- DSM Conference
- ***SIG Design Creativity -*** *International Conference on Design creativity*

September

- **SIG Design Education** E&PDE Engineering and Product design Education
- Product Development Symposium, PDS

October

- **SIG Decision Making** - Symposium Design for X

November

December

- **ASIA** Design Engineering Workshop DEWS

Italic events are every other year.
Other events are yearly events.

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Chapters: Update and contacts

Chapter	Organisers
Asia Chapter Hong Kong, India, Korea, Taiwan, Japan, Singapore, Australia	C. De Bont, A. Chakrabarti, Y-S. Kim, R. Lin, K. Ohtomi, K. Sato, K. Wood, K. Dorst Y. Nagai, Y. Umeda, Y-S Kim, A. Chakrabarti
North America Chapter Canada, Mexico, USA	J. Linsey, B. Howell

- Yearly ASME IDETC meeting
- CV , NAC Resource Repository
- Proposed Design Practice SIG
- Junior Researcher Programs/Awards/Summer Schools
- Faculty retreat/strategy meeting

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ICED Conferences

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ICED19 teams

Organising Committee
- Petra Badke Schaub (Conference Chair)
- Maaike Kleinsmann (Conference Chair)
- Milene Guerreiro Gonçalves
- Dirk Snelders
- Carlos Cardoso
- Boris Eisenbart

Programme Committee
- Sandro Wartzack, PC Chair
- Benjamin Schleich, Assistant PC Chair
- Milene Guerreiro Gonçalves
- Boris Eisenbart
- Harald Völkl

Gaetano Cascini (DS BM)
Ross Brisco (DS Office)
Michelle Brisco (DS Office)

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ICED19   Themes and Keynotes

Responsibility for
future designers

Responsibility for the
future organisation

Responsibility for our
future society

Responsibility for our
**future products, production
and service systems**

Keynote speakers

– Deborah Nas (Monday Aug. 5, 17:45)

– Jeroen van Erp (Monday Aug. 5, 18:15)

– Anja Maier and Steve Eppinger (Tuesday Aug. 6, 18:00)

– Thomas Bauernhansl (Wednesday Aug. 7, 11:00)

– Tracy Bhamra (Wednesday Aug. 7, 11:30)

– Eva Deckers (Philips – Thursday Aug. 8, 16:45)

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ICED19 Conference Layout

Time	Monday, August 5	Tuesday, August 6	Wednesday, August 7	Thursday, August 8
09:00	*Registration*	Podium Sessions (90 minutes each)	Podium Sessions (90 minutes each)	Podium Sessions (90 minutes each)
09:30	SIG Workshops			
10:30		Coffee Break	Coffee Break	Coffee Break
11:00		Podium Sessions (90 minutes each)	Keynote 4 (35 minutes each)	Podium Sessions (90 minutes each)
			Keynote 5 (35 minutes each)	
12:00			Keynote buffer	
	Lunch Break	Lunch Break	Lunch Break & **Marketplace** (Lunch bags)	Lunch Break
14:00	SIG Workshops & PhD Forum	Discussion Sessions (60 minutes each)	Discussion Sessions (60 minutes each)	Discussion Sessions (60 minutes each)
15:00		Coffee Break	Coffee Break	Coffee Break
15:30		Discussion Sessions (60 minutes each)	Discussion Sessions (60 minutes each)	Discussion Sessions (60 minutes each)
16:30		Transition	Transition	Transition
	Transition	Discussion Sessions (60 minutes each)	Design Society General Meeting	Keynote 6 (35 minutes each)
	Plenary: Opening of ICED19			Plenary: Closing of ICED19
	Keynote 1 (35 minutes each)	Transition	Design Society Advisory Board / BoM Meeting	Farewell reception
18:30	Keynote 2 (35 minutes each)	Keynote 3 (35 minutes each)		
	Keynote buffer	Young members event		
19:00	Welcome Reception		Gala Dinner	

Endorsed Event Developments

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Event Support Guide (1/2)

On the basis of the event categorisation chart from last year, an Event Support Guide is currently being created by the Events Committee

	DS owned events		DS endorsed events
	DS owned	DS co-owned	DS endorsed
Annual DS approval required	-	-	✓
PC & OC determined by DS	✓	-	-
Post-conference report required	✓	✓	-
DS coordinates calendar clashes	✓	✓	-
Profit sharing	✓	✓	-
DS Fee payable	✓	-	-
DS member reduction required	Min. 10%	Min. 10%	Min. 10%
DS PhD student discount required	✓	✓	Favourable
Other member benefits required	-	-	✓
At least one organiser is DS member	Required	Required	Required
Event can use DS logo	✓	✓	✓
DS news announces event	✓	✓	✓
Access to ConfTool	✓	✓	Extra payment
DOI registration included	✓	✓	Extra payment
Papers listed & published on web	✓	✓	Favourable
ISBN numbers issued	✓	✓	On request
Full paper management by DS	✓	-	-

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Event Support Guide (2/2)

A support form is being drafted

To be completed and returned to: admin@designsociety.org.

Event Name:		(next) Event date:	One off event/ongoing agreement
Type of event: Owned / Co-owned / Endorsed			

Publicity	Membership	Conftool	Publication	
☐ Events page on the DS website. Social media and newsletter publicising.	☐ No membership offer.	☐ No Conftool access.	☐ No publication support.	
	☐ DS discount for delegates.	☐ Conftool created for event.	☐ Publication through DS. Papers hosted on DS website. Publication as individual 'articles of the DS' or series as 'transactions of the DS'.	Tick as many as apply
				☐ Hosting of papers on DS website only.
				☐ As above plus administrative copyright and gold open access.
				☐ As above plus ISBN and DOI.
	☐ DS membership offered with registration.	☐ Conftool and Conference4me app created for event.	☐ Publication through Cambridge University Press. Papers hosted on the Cambridge website with access through DS. Publications as 'proceedings of the DS'.	Tick as many as apply
				☐ Hosting of papers on Cambridge and DS, publicity, production of template, administrate copyright and gold open access metadata, indexing, assign DOI and deliver PDF.
				☐ Selection, review and approval of publications including proof reading and error checking.
				☐ Copyedit.

N.B. Costs associated with Conftool, DS ISBN and DOI and Cambridge University Press options.

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Owned events

- ✓ ICED
- ✓ ICDC
- ✓ E&PDE

Endorsed events

- ✓ DESIGN conference
- ✓ DfX symposium
- ✓ DSM conferences
- ✓ ICoRD conferences
- ✓ ICADRE conference
- ✓ IPD workshops
- ✓ NordDesign conference
- ✓ Nordic Innovation Conference
- ✓ ...

SIG events

- ✓ Decision Making workshop
- ✓ Design Theory workshops
- ✓ MMEP Workshops (Cambridge, London,...)

Summer schools & YM support events

- ✓ In addition to events mentioned in the previous section, at every conference a number of workshops are organised.

- ✓ YM event and PhD Forum were successful and will be repeated

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Thank you !

The BM appreciates   the AB feedback
on the Annual Report and advice on topics noted.

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