**Attendees:**

|  |  |
| --- | --- |
| **Team Member** | **Present at meeting** |
| Craig Mcilloney (PPD) | X |
| Lyn Taylor (PRA) | √ |
| Chris Toffis (Amgen) | X |
| David Inman (GSK) | √ |
| Wilmar Igl (AZ) | √ |
| Yann Robert (Servier) | √ |
| Helene Savel | √ |
| Sophie Canete | √ |

**Previous Action Items**

| **Action Item** | **Assigned team member(s)** | **Deadline** | **Status** |
| --- | --- | --- | --- |
| Article writing: R Shiny. – intro by Chris Everyone to review & feedback to Chris: by 14th June. Chris to update & send to [GibbMatthew@prahs.com](mailto:GibbMatthew@prahs.com) before 26th July. | All (Chris) | 26th July | Closed - Lyn to send to Matt, but first add some text at start to tell readers that the AIMS website is live with all articles to date. |
| Dissemination of information   * Update website to have AIMS charter/ objectives & articles to date * Find out how frequent SPIN is going to be published & how many articles we need / year. * How to get our articles into EFSPI newsletters & when they come out. | Craig & Lyn | Next meeting | * Website Live with Charter & articles to date. * SPIN is 4 times/ year – July 26th and October 25th are remaining deadlines this year. Approx 20th in January, April, July and October in 2018 * Craig to follow up on how to get articles onto EFSPI newsletters |
| Conference preparation for a parallel session   * Reach out to Eli-lilly to see if they’d be interested in doing a parallel session at next PSI conference (with Mango too) * All to investigate any R user groups in their own companies or other companies with validation ongoing | Craig (and All to find any other companies) | 1st Tues in August | Open |
| Give feedback to group on R user conference which will be 1st week of July. | Chris | 1st Tues in August | Open |

**Agenda topics**

| **Topic/Lead** | **Discussion/Decisions** |
| --- | --- |
| Article writing progress/ Chris (All) | Currently suggestions for articles.   1. R Shiny. – intro (Draft completed): multiple articles to follow - Chris 2. R notebook (literate programming) - Chris 3. literate programming and Reproducible research Cloud computing – Wilmar is moving from AZ to contractor position and so will no longer have time to write articles - New volunteer needed if we want articles in these topics 4. Linking R with other software (ie. BUGS / SAS)   Dave to write something on MCMC in SAS & R Chris perhaps something on BUGS & R   1. High performance in R vs SAS – Yann 2. Intro to Validation (Tips) – ask for company’s to come forward who sell validation- Lyn (Sophie & Helene are also looking at Validation so Lyn to start to write & send to Sophie / Helene to review). 3. SAS Viya: Yann |
| Lyn | Review of Web page was discussed, Lyn to update Sophie & Helene’s affiliation to be Bordeaux Hospital (not University of Bordeaux). No other comments received. Should change naming of articles to make it clearer what they are about. |
| Objectives for next 12 months (June 2016-June 2017)/  All | Prepare to have a parallel session at conference   * establish relationships with other companies who use the tools we are talking about * Expand membership of the group (1 or 2 more). * Have regular schedule for calls (1st Tuesday every Month 9am BST, 10am CET)   1 article in each SPIN newsletter |
| Conference preparation for a parallel session | Chris is putting together an internal 45 minute break out session on R-shiny, could adapt for PSI conference. Ask people to bring lap top to the session and pre-load with a file.  PSI parallel sessions are 1 hr 30 to 1 hr 45 long. So could have 2 speakers (maybe eli lilly & mango) & an interactive 45 min session. |
| Long standing items we might come back to/ All | * SPIN Competition? – Ask people to write How and Why they use R in the pharmaceutical industry: Find a company to sponsor? * R-foundation interaction |

**Action Items**

| **Action Item** | **Assigned team member(s)** | **Deadline** | **Status** |
| --- | --- | --- | --- |
| How to get our articles into EFSPI newsletters & when do they come out. Can the AIMS sig be added to the EPSPI website as well?  How do EFSPI members receive SPIN or can ensure our articles are part of the EFSPI newsletter. | Craig | Next meeting | Open |
| Conference preparation for a parallel session   * Reach out to Eli-lilly to see if they’d be interested in doing a parallel session at next PSI conference (with Mango too) * All to investigate any R user groups in their own companies or other companies with validation ongoing | Craig (and All to find any other companies) | 1st Tues in August | Open |
| Working on next articles   * Chris – Next Rshiny installment * Dave – SAS & R for MCMC * Lyn – Validation of R | Chris/Dave/Lyn | 1st September | Open |
| Give feedback to group on R user conference which will be 1st week of July. | Chris | 1st Tues in August | Open |