Conference Call Agenda + Notes

April 21, 2017
10-11 AM Pacific /11 AM-Noon Mountain /Noon-1 PM Central /1-2 PM Eastern.

Call-in Instructions:
2. When prompted enter meeting ID (21069), then #
3. When prompted speak your name, then enter #

Link to notes from previous meeting

Members Present: Robin, Lisa, Morgan, Bill, Sam, Anne, Julie, Heather

Absent: Gordon, Sarah, Leah

Notetaker: Robin Katz

Getting Started:
- Welcome
- Roll Call
- Call for additions to the agenda
- Announcements

Discuss Feedback Plan for Second Draft:
- Agreed on addition of “only” to “not intended only to be about using archives” in footnote 1
- Update on availability of digress.it document on RBMS site (Heather)
  - URL for digress.it feedback document will change for new draft. Heather will send to everyone when available.
  - Email for feedback: primarysourceliteracy@gmail.com
- Goal still to have by RBMS/ALA in June?
- Feedback requests to be sent ASAP during week of April 24-28
- Agreed on feedback deadline of 3 weeks: Friday, May 19
- Who should we contact and who should make the contact? We'll keep track of contacts on this document.
  - Listservs and other distribution lists and other organizational mechanisms
  - Share widely with individuals (individual colleagues, faculty, etc. that JTF members will contact)
  - share direct feedback in Folder for feedback write-ups that you may get from local individuals/groups
- Webinars (we’ve proposed these, but does anyone want to commit to this?)
Christian found to be helpful for JTF on Metrics because a lot of people attended, but comments confirmed what had heard elsewhere. We are already reaching a broad audience.

- Idea was initially about specifics topics within, not sure that makes sense now.
- With timeline especially, agreed not to pursue webinars.

**Case Studies on Teaching with Primary Sources (ePub via SAA)**

- Comments and suggestions on two documents prepared by case studies group:
  - Call for Case Studies on Teaching with Primary Sources
  - Submission Form

- A third document, the Peer Review Assessment Form, contains a rubric for evaluating SAA case studies. It is generic and doesn’t likely need to be tailored to primary source teaching case studies, but everyone should take a look at it and see what you think.

- Agreed on next steps for case studies group:
  - Talk to co-chairs of RAO and Teresa Brinati/Chris Prom (SAA’s director of pubs and pubs editor) to propose that RAO serve as the home for these case studies after our group goes away.
  - Make plan with RAO to collaborate with JTF in review of a few sample case studies in June-July 2017.

- Any JTF members interested in preparing a case study individually or collaboratively, using the Call and Submission Form documents, for review and publication, so that we can launch these case studies later in the summer with a few examples in place?
  - Morgan
  - If others interested, email JTF distribution list to try to coordinate so not all covering the same guidelines
  - Can also recruit non-JTF members to write case studies, too
    - Exercises in Using Primary Sources book?

**Next Steps:**

Is the following proposed timeline too aggressive to be realistic? If so, what are our options?

- Mid-April to Mid-May 2017: 3-week feedback period for final draft feedback from a broad swath of potential stakeholders.
- May 19-June 9, 2017: final edits to create final draft for submission to RBMS/ACRL and SAA.
- June 9, 2017: final version of guidelines ready to submit to RBMS/ACRL and SAA.
  - For SAA: Bill to work with Standards Ctte co-chairs to prep standards approval documentation in advance of their late July meeting in Portland.
  - Heather to work with RBMS Exec and ACRL Standards groups on process and documentation