**2019 August 2**

**Standards Committee annual meeting, Austin, TX**

**Attendees:**

John Bence (Co-Chair)

Becca Wiederhold (Co-Chair)

Lindsay Wittwer (incoming Co-Chair)

Kira Dietz

Jennifer Coggins

Eric Sonnenberg

Kathy Wisser

Dan Michelson

Michelle Ganz

Karin Bredenberg

Daniel Pitti (ICA-EGAD)

Bethany Anderson (ICA-EGAD)

Wendy Pflug (incoming Standards member)

Emily Toder (incoming Standards member)

Meg Tuomala (incoming Council liaison to Standards)

Mark Custer

Chris Prom

Adrien Hilton

Michelle Combs

Maristella Feustle

Rachel Vagts

**Introductions**

**Report outs from representatives**

* TS-EAS
  + 3rd year combined as TS-EAS
  + Tried out several models and have settled on a team-based approach to address standards and projects
  + Developed and deployed GitHub
  + Publication of EAD3 implementation survey
  + Contributed info to Standards about minor/major revisions/drafted continuous revision calendar
  + Planning for face-to-face meeting for major CPF revisions in Berlin
  + Developed and discussed justification for Function description standard (EAF)
  + Documentation team working on relationships with subcommittee and translation efforts
* TS-DACS
  + After a final round of revisions, revised principles were submitted and approved by Standards and Council
  + Collected and shared feedback on MLA Supplement to DACS over several rounds. Learned a lot about what it takes to develop format-specific supplements
  + Microsite and Google Drive management
  + Rights Statement change request (8.2) submitted; rejected by Council; under revision for resubmission
  + Hired contract person to develop versioning and numbering system for DACS version releases, including changelog
  + Cleanup of GitHub files
  + DACS workshop which had been consolidated to one-day led to lack of time for DACS Part II. Submission for a stand-alone DACS Part II workshop
  + Upcoming focus on publicizing the principles
  + Outstanding change requests
  + Early process of review for RiC Ontology
* ICA-EGAD
  + Began working on RiC several years back, building of ICA standards
  + Three intended products: conceptual model, ontology, and application guidelines
  + First draft of conceptual model in 2016 which received a lot of feedback, hoping to move forward with it
  + Ontology Alpha is out for comment, some of which is dependent on conceptual model being finalized. Hoping for stable draft soon.
  + Pitti would like to make arrangements to have Anderson take over the IGA liaison role to Standards
* ISO
  + No activity this year, despite request
  + May need to re-evaluate
* ALA-CC:DA
  + Call for comment on proposal to add elements to RDA. Voted to be sent with minor revisions.
  + RDA Beta Toolkit Training Task Force is beginning to do work
* SAA-ACRL/RBMS Joint Task Force to Revise Statement on Access
  + RBMS needs to evaluate first and there is some minor revision taking place. Then it is expected to come to Standards.
  + It would be useful to have some documentation on the order of operations for joint task forces
  + Was supposed to disband now, but is still going through the process and will continue to work on things

**MLA DACS supplement discussion & vote**

* Publications is on board
* Multiple rounds of feedback have been submitted and used to revise
* Good collaboration with an external group and example of how to make this process work
* Maintenance plan is included. Should Standards have a rep or contact person to channel the work through at SAA?
  + Consider using the executive director
* Vote: All in favor of recommending approval to Council.

**Ongoing review procedures discussion**

* Communication of changes needs to be addressed for every situation
  + DACS version will help with that effort
* RiC Conceptual Model has an entity that covers this
* Joint task forces have previously changed their output (“Guidance” to “Standards”), so there may be a need for standardized language?
  + How much authority in naming something can be delegated to Standards
* Getting Council to delegate authority for minor changes to Standards would make the process easier. Standards can then decide whether to delegate (allow the TS to handle it and help with communication) or review
* From a Pubs Board perspective, what is considered minor from a Standards perspective probably doesn’t trigger the need to reprint--conversation needs to continue. Knowing when the changes have aggregated to a certain point is more important.
* TS-EAS calendar is something we should refine for use for rolling review of changes
* Other/more conversations need to take place between Pubs Board, people responsible for overseeing the changes, and Education. Standards is in a position to facilitate that.
  + Early in the new year would be a time to pursue that discussion

**New business**

* For Standards: audit of where we should have representation and where we already do. May need to fill gaps or make changes to liaison assignments.
* BibFrame Ontology working group is on-going (but does not have website<--action item)
* Question—Would it be appropriate for this group to set a standard for what a committee, section, group, etc. web page should contain? In particular, contact information. No, but we can talk to Council.
* Updates to Standards Portal
* Microsite needs love.