DAS Subcommittee Meeting: Minutes
(recorded by Katherine Fisher)

Friday, February 25, 2022, 12-1:30 p.m. CT, Zoom

Members: Present (P) Absent (A)

Alison Anderson - P
Sally Benny - P
Lauren Burroughs (vice-chair/chair elect) - P
Pamela Campbell - A
Sara Davis (chair) - P
Katherine Fisher - P
Lara Friedman-Shedlov - P
Angela Fritz (immediate past chair) - A
Larissa Krayer - P
Maren Read - P
Georgina Tom - P
Akila Ruffin (Education Program Specialist) - A
Rana Salzmann (Director of Education) - P
Tomaro Vela (ACA representative/Co-creator of DAS Comprehensive Exam) - A
Sarah Shipley (ACA representative/Co-creator of DAS Comprehensive Exam) - P

1. **Convene:** Sara Davis called to order at 12:01 PM MT.

2. **Subteam Break Out Session**

3. **SAA and CoE Updates (Rana)**
   a. Staff update
      - COE, GAE, and DAS leadership met yesterday to discuss goals of increasing communication among education-related subcommittees, thinking about institutional knowledge sharing and leadership development, transitioning vice chairs to chairs, and coordinating on strategic priorities.
   b. Liaison/Course Calendar Updates
      - Newest addition: Building Advocacy and Support for Digital Archives. Georgina is liaison. Opened last week and already has 20 registrants.
      - Courses have been filling up quickly. Thinking about how to meet demand while keeping class sizes manageable in online format.
      - Technology Management for Archivists, a relatively new course, is happening again in June. More part of the management track than DAS, but there's some overlap.
      - The Accessioning and Ingest course is happening again in May and hasn't been audited yet.
   c. DAS Comprehensive Exam
      - ~38 new DAS certificate holders announced in press release on website.

4. Subteams Reports
    a. Comprehensive Exam Team (Sally)
        ■ Exam consultants are stepping down (Tomaro) and rotating off (Sarah) this year. Need to identify and train new consultants soon.
        ■ Updated draft reading list is now available as a Zotero group library (https://www.zotero.org/groups/4544198/das_certificate_reading_list/library).
        ■ DASS members should review the list, particularly resources for courses they're assigned to as liaisons and those entries marked as proposed for deletion.
        ■ Aim to approve new list in March then schedule a two-part item-writing training. Part 1: Understanding effective items and how to write them. Part 2: Reviewing new items (drawn from quizzes) and writing new ones as needed.
        ■ Moving toward an item format where each has a citation from the reading list.
    b. Documentation Team (Lauren)
        ■ Moving forward with document inventory and reviewing course audit forms. Will bring recommendations to full subcommittee when ready.
    c. Course Development Team (Sara)
        ■ Working on a rubric for DAS course replacements (per COE's request after reviewing recertification proposal).
        ■ Discussing the types of service that will count in lieu of courses. Current thinking is that service should be geared toward SAA and include a digital component.

5. Update on RFP– OAIS Model Requisite Course

    a. COE was pleased with the proposal. Members have a month to review the details and provide feedback before the March meeting, where the RFP will hopefully be approved.

6. Update on the DAS Recertification Proposal

    a. Covered under Course Development subteam report.

7. Update DAS Description Revision

    a. Revision will need to go through COE and Council review processes. Holding off for now until Sara's finished routing other priority items through COE.

8. Additional reports/comments

    a. None raised

9. Adjourned at 12:47 PM MT.