

DAS Subcommittee Meeting: Minutes
(recorded by Lara Friedman-Shedlov)

Monday, March 21, 2022, 1-2:30 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)- A
Katherine Fisher - P
Lara Friedman-Shedlov - P
Angela Fritz (immediate past chair) - A
Larissa Krayner - A
Maren Read- P
Georgina Tom - P
Akila Ruffin (Education Program Specialist) - A
Rana Salzmann (Director of Education)- P
Tomaro Vela (ACA representative/Cocreator of DAS Comprehensive Exam)- A
Sarah Shipley (ACA representative/Cocreator of DAS Comprehensive Exam)- A

1. Convene

Lauren Burroughs called the meeting to order at 1:02pm CDT

2. Subteam Break Out Session

3. SAA and CoE Updates

a. Liaison/Course Calendar Updates

[Enhancing Digital Access](#), with Richard Marciano and Mark (?) – will be offered in early April. This is a brand new course in transformational tier. There were some questions about how & whether it overlaps with Providing Access to Digital Archives. The full description (linked above) clarifies that it is much more specific.

We briefly discussed the need to figure out a better way to communicate with the subcommittee about courses that are in development and when courses will be scheduled, so that liaisons can be available to audit.

Expectations around how often courses are audited have shifted now that most are offered online. May need to change the expectation of hours subcommittee members are committing to.

b. DAS Comprehensive Exam

Next one scheduled for May. 20 people registered already.

c. SAA Staffing

They are working on getting additional staff to help with things like updating the website and support for the education programs.

4. Subteams Reports

a. Comprehensive Exam Team

Sally Benny, Alison Anderson, Katherine Fisher, Sarah Shipley (ACA representative) (A), Tomaro Vela (ACA representative) (A)

- List of readings has been shared with the subcommittee and liaisons asked to review readings for their courses before May DASS meeting.
- Since we don't know exactly what's being asked on the exam, knowing which readings are key isn't necessarily always clear. Sometimes the most useful info is in the course powerpoints, rather than readings. Note that the exam questions are not necessarily all taken directly from the course quizzes.
- There are potentially some resources that would be good for exam prep but are not currently assigned readings for any particular course (either because they are new or because it wasn't the best fit for a specific course).

b. Documentation Team

Lauren Burroughs, Angela Fritz (A), Maren Read, Larissa Krayer (A), Pamela Campbell (A)

- Updated course audit form is mostly completed. Waiting on some additional language on diversity and inclusion.
- Manual updates in progress.

c. Course Development Team

Sara Davis (A), Rana Hutchinson Salzman (SAA Staff Liaison), Lara Friedman-Shedlov, Georgina Tom

- Making some final changes to the proposal to update recertification requirements. Have now added more rubrics/specifics on how the petition process will work and how to evaluate non-SAA courses.
- We will start looking at creating a suggested program of study (order to take courses in).
- OAIS course ready to go out for proposals as soon as SAA staff have capacity.
- Webinar review project:
 - Rana will prepare a list of all the webinars and their length. Need to figure out how to divide the work, what to look for, etc.
 - Possible actions: Keep but just have instructor(s) record a quick update? Decommission completely?

- Is exam team already looking at some of these and if so, can comments be captured?
- Move towards module format
- Captioning also happening

5. Update on [RFP– OAIS Model Prerequisite Course](#)

See above. Waiting on SAA staff to have capacity.

6. Proposed Item Writing Workshop (Sally)

Two-parts proposed: Part 1, 20-30 mins on how to write items, then go and review existing questions and try to write a certain number of new items. Part 2, we come back and review/workshop the questions we write as a group.

Looking at scheduling this in June with Sarah Shipley. May need to repeat this training with new committee members next fall.

7. Additional reports/comments

Sara Davis is still seeking volunteers to talk to student chapter on March 23.

8. Adjourn