DAS Subcommittee Meeting: Agenda

Friday, June 24, 2022, 1-2:30 p.m. CT, Zoom
https://us06web.zoom.us/j/97344426526?pwd=c0sxSkI0NVQwMIB0M2JPTS9IU2VIZz09

Members: Present (P) Absent (A)

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

1. **Convene**

2. **Subteam Break Out Session**

3. **SAA and CoE Updates**
    a. **Liaison/Course Calendar Updates**
    b. **Update on OAIS Prerequisite**
        ■ Funding and marketing for this new course has been approved. SAA is ready to recruit instructors for this course and will start recruiting soon.
    c. **DAS Comprehensive Exam**
        ■ 27 people received DAS certificates after taking the comprehensive exam in May. A full list of awardees is available on the SAA website.
    d. **Other:**
        ■ The Digital Preservation Outreach & Education Network (DPOE-N) provides funding to pay for professional development in digital preservation. The funding can be used to pay DAS courses.
4. **Subteams Reports**
    a. **Comprehensive Exam Team (including Debrief of Workshops)**
        ■ Item Writing Workshops (June 2-3, 2022):
            ● 3 workshops held. Each DAS member received a packet with item writing guidelines, 5 existing quiz items to review, and was asked to write 3 new items.

- Everyone completed their packets and submitted them before the workshops. Even if they could not attend, their items could be reviewed by the rest of the group.
- Results:
    a. 46 new items added to the item bank from the workshop.
    b. 20 items reviewed at workshop remaining for further review.
    c. Over 317 unreviewed remaining quiz questions to review in the future.
- Both parts of the workshop went well. (Part 1 was an introductory training session, in May; Part 2 focused on reviewing new items and existing quiz questions.) Working with a smaller group in part 2 was productive; the subcommittee liked being able to discuss the items with others, though sometimes the discussion got a bit sidetracked.
- The subcommittee would have liked more time between the training sessions to write and review exam items.
- Reviewing existing items is much faster and easier than writing new ones. The subcommittee was willing to review more items each year and write fewer new ones.
- We want to continue doing these workshops every year. After discussion with the rest of the subcommittee, we propose this schedule:
    - Hold the first part of the training in December (at the regular DAS meeting), and have the second part (workshop, with several smaller groups) in February.
- We discussed the schedule for reviewing existing items in the item bank, and recommend reviewing every 2 or 3 years. We should add the date to the item creation form (or item bank database) to make sure that we know when the item was originally written and when it was last reviewed.

b. **Documentation Team**
- The Handbook is mostly complete. The team still needs to update the procedures for nomination to the subcommittee, as well as the procedures for course review.

c. **Course Development Team**
- The recertification proposal was approved by the Committee on Education, and it is ready to go to SAA Council.

5. DASS 2021-2022 Goals - **Annual Report** (Minutes from Virtual Retreat)

6. **Additional reports/comments**

7. **Adjourn**