# MDOS Steering Committee Meeting Minutes

2023 April 11, 12:00 p.m. CT

# Agenda

1. Announcements/updates
2. Finalization of notes from February and  March meetings for posting
3. Elections
   - "Each year in May, the Senior Co-Chair shall issue a call for nominations (including self-nominations) for open leadership positions to all section members via the section's official email discussion list and website. MDOS Chairs may be nominated from the general membership or the Steering Committee. A slate of candidates shall be established by the officers and announced to section members no later than June 15." ([Standing Rules](#))
   - Open positions:
     i. Incoming/junior co-chair
     ii. Social Media Coordinator
     iii. Two regular members
   - Interest from within the committee in the co-chair role? Interest in a second term? Max of 6 consecutive years can be served on the Committee
4. Annual section meeting planning (**Thursday, June 15 11:00 am - 12:30 pm CT**)
   - Proposal
5. Focus group follow-up/conversation with SAA Council Liaison Lydia Tang

# Attendance

## Present

- Adolph, Bailey (Member, 2022-2023)
- Bailey-Tomecek, Christy (Social Media Coordinator, 2020-2023)*
- Cobourn, Alston (Member, 2023-2024)
- Friedman-Shedlov, Lara (Co-Chair, 2021-2024)
- Johnson, Randi (Member, 2020-2023)
- Rosier, Julie (Web Liaison, 2022-2025)
- Shallcross, Mike (Immediate Past Co-chair, 2020-2023)

*Minute-taker

## Absent
- Diakonenko, Evgenia (Education Coordinator, 2022-2025)
- Serrao, Jessica (Incoming Co-Chair, 2022-2025)

# Minutes

1. Finalization of minutes
   a. Need to still get February minutes on the site. Enough time has passed for all to comment, so save editing for formatting, it should go on the site
   b. Need to review March minutes
   c. If you are the notetaker, please send out minutes when done to the rest of the committee so committee members can review before next MDOS meeting. At the following meeting, committee members will approve
2. Election
   a. In May, senior chair sends out call for nominations, including self-nominations. Positions:
      i. Incoming co-chair
      ii. Social media coordinator
      iii. Two regular members
   b. Ideally, junior co-chair would be current steering committee member. They would still have to submit statement/there will be an open call still.
   c. Lara will send out email to committee members to gauge interest in running for junior co-chair/second terms.
3. Focus group discussion with Lydia Tang
   a. Background for MDOS's focus group: notice lack of engagement in MDOS listservs/programming, concern that we overlap too much with other sections, such as ERS. Did three focus groups to check perceptions of the committee's purpose. Around 10-12 people participated. Committee has been analyzing/synthesizing these discussions–still in process.
   b. What is the background/process of the SAA survey? Lydia is on the subcommittee
   c. So far it has 373 responses. Subcommittee will be sifting through this data
   d. Background: SAA has ~ 47 sections and that is a lot to maintain administratively. Especially interested in feedback about what the ideal arrangement would be. SAA sections have operated like this for a long time, predating the internet
   e. How to best use this organizational energy? Maybe a larger metagroup based on section topics? Maybe a section devoted to outreach? Maybe sections becoming more like discussion groups
   f. Also trying to figure where there is coverage and where there are gaps. Opportunity for renewal and transformation

g. MDOS's focus groups is in line with the SAA work
h. Mike: we looked at section annual reports to see how ours overlap with theirs, but those reports may not be the most useful
i. Alston: would it be useful to send the synthesized notes to SAA? Lydia: yes
j. Alston: what do we do with this data?
k. Lara: will there be a way to tell how many responses came from members of different sections? Would we be able to see responses from members of MDOS? Our focus groups were much smaller than SAA's survey reach and it would be good to get that data to augment. Lydia: survey asks how many sections participants were in rather than citing specific section. Also sought for feedback on what sections are doing well. MDOS was cited by around 10% of participants as doing good work. Data on what sections the participants are part of is not available.
l. MDOS does not have a formal way to examine our data, will likely be done this fall
m. SAA's survey closes at the end of April
n. Lydia: if not too premature to state, what does MDOS think about the niche the section serves? Could we be merged? Julie: the focus group she facilitated had interest in merging into ERS, but in previous ERS minutes, they were against it. Lara: also makes sense to merge into description. Christy: could just assign the work so-to-speak to each appropriate section (but has no opinion really)
o. Alston: would make sense to have a group conversation with MDOS, Description, and ERS to discuss how a merge/division of functions would work before we made decisions. Lara agrees–originally discussed as a possible annual meeting topic. Lara: how would we facilitate this?
p. Lydia: also the liaison for ERS, but not a trained facilitator. One of the challenges is to think about the best transformational outcome. Might be good to have meetings between all the steering committees. Sections could be formed because of niches or because of political reasons.
q. Lara: need to think about how to frame these conversations. Description and ERS are not struggling for engagement. Not coming to them on equal footing.
r. Lydia: council liaisons could suggest that the sections meet to determine future opportunities/collaboration. Lara: more thinking about the conversation itself than how to start said conversation
s. Julie: all those questions are appropriate–they may not even want to merge
t. Next steps: we will need to come back to this after the SAA survey closes and we get data from it, then decide if we should approach other sections/another course of action
4. Annual meeting
a. Christy, Alston, and Lara met to discuss. We spoke about having conversations about the future of the section, but decided it would make more sense to have that as its own meeting
b. Discussion groups in breakout groups based on three topics submitted/brought up in listserv. These would be sparked by lightning talks.

      c.  Who could we invite to give these lightning talks?

      d.  Mike: mass description, IU was working on a grant project to examine transcripts of AV to generate description for a very large digitized AV digitization project. Lara: will there be another time for a presentation on the project itself? May be better to just give scope/planting seeds

      e.  Julie: Re: reparative archival description, could talk to Archive for Black Lives and Dorothy Berry. Lara: concerned it is a big ask since it's just a five minute talk. Ideally should be a section member giving overview of a challenge

      f.  Mike: yes, would be good to keep it in the section. Would make sense to send out a call within the section

      g.  Lara: will draft message

      h.  Next meeting will be the last one before the annual meeting, will need to finalize the framework by then.

5. The next scheduled meeting is **Tuesday, May 9, 2023, 12:00 CT.**

# Action Items

1. Lara will send out email to committee members to gauge interest in running for junior co-chair/second terms.
2. We will send preliminary summary of focus group data to Lydia
3. Lara will draft a message inviting people to speak

# Supplemental Materials

- Focus Group review materials (links to notes, transcripts, and summaries)