CORDA Business Meeting
July 9, 2024
11:00 AM to 12:30 PM (CT) (90 mins) - RECORDED

Meeting Agenda

1. Welcome and CORDA Introduction
2. Council Update
3. Summary of Year's Accomplishments
   a. Repository
   b. Resources
   c. Research
4. Recap on Next Year's Goals and Initiatives
5. Feedback and Open Discussion

Meeting minutes

1. Welcome and CORDA short overview [Chris Marino + Emily Lapworth, co-chairs]
   a. Chris welcomed attendees and presented the agenda. Meeting will be recorded except for Q&A.
   b. Chris presented the CORDA charge and summarized the year's focus.
      i. CORDA Charge: The Committee on Research, Data, and Assessment provides access to significant and useful data and research about SAA, American archives, and their users that evidence the value of archives for society and help us improve our services to SAA members and to our consumers. The Committee will work to conduct or support relevant research and to create, gather, and preserve data by directing and engaging in several areas of activity:
         1. Providing SAA members with standardized tools for gathering and analyzing data;
         2. Providing a repository or portal for data and other research outputs;
         3. Providing training on gathering, analyzing, interpreting, and using data; and
         4. Providing up-to-date and reliable basic facts and figures about archives and archivists.
   c. Emily went over CORDA membership and the various sub-teams. No news yet on next year's roster. CORDA Membership 2023-24:
      i. Co-chairs
         1. Chris Marino (Stanford University)
         2. Emily Lapworth (University of Nevada, Las Vegas)
      ii. Ex Officio and Liaisons
         1. Ex Officio: Sarah Martin (Harvard University Archives, Immediate Past Chair; Research Forum Chair)

   2. Ex Officio: Rebecca Thayer (Harvard Medical School, SAA Research Forum)
   3. Ex Officio: Ashley Todd-Diaz (Towson University Library, Vice-Chair of the Committee on Education)
   4. SAA Council Liaison: Jasmine Jones (Beinecke Rare Book and Manuscript Library, Yale University)
   5. SAA Staff Liaison: Jackie Price Osafo (SAA Executive Director)
  iii. Members
   1. Sarah Buchanan (University of Missouri)
   2. Jane Fiegel (Tulane University)
   3. Gwen Higgins (University of Alaska, Anchorage)
   4. Maggie Hughes (Getty Research Institute)
   5. Dennis Meissner (retired)
   6. Jordan Meyerl (Historic New England)
   7. Michelle Sweetser (Bowling Green State University)
   8. Ashley Thomas (Harvard Medical School)
   9. Quin DeLaRosa (Early-career member)
  iv. CORDA sub-teams:
   1. Repository
    a. Jane Fiegel
    b. Maggie Hughes
    c. Emily Lapworth
    d. Ashley Thomas
   2. Resources
    a. Gwen Higgins
    b. Quin DeLaRosa
    c. Dennis Meissner
    d. Ashley Todd-Diaz
   3. Research
    a. Sarah Pratt Martin
    b. Chris Marino
    c. Jordan Meyerl
    d. Michelle Sweetser
    e. Rebecca Thayer
    f. Sarah Buchanan

2. Council update [Jasmine Jones]
 a. Council liaison, she will be cycling off next month and a new liaison will be assigned.
 b. Council will meet during the annual meeting on Aug. 14. All members of SAA are welcome to attend.
 c. This year's focus included
  i. Creating sustainable initiatives.
  ii. Indigenizing Archival Training
  iii. Making several statements on public issues germane to archives and archivists

3. Team Updates (accomplishments and looking ahead)
    a. Repository (SAA Dataverse) [Jane Fiegel]
        i. International Love Data Week (February 12 - 16, 2024)
            1. Total of five graphics were shared on SAA's Instagram, Twitter, Facebook, and LinkedIn
            2. Featured data from A*CENSUS I and A*CENSUS II's All Archivists and Archives Administrators surveys
        ii. CORDA Office Hours: Sharing and Reusing Data about Archives (February 14, 2024)
            1. Hosted CORDA's first Office Hours event as part of International Love Data Week
            2. Topics included:
                a. Data lifecycle
                b. Consent forms and privacy statements
                c. Datasets available through the SAA Dataverse
                d. Preparing your data for the SAA Dataverse
        iii. Ongoing Research Projects Tracking
            1. Collaborating with CORDA's Resources Team to create and maintain a spreadsheet to track ongoing research projects in the field
            2. Goal is to provide an overview of what topics are of current interest to the field
        iv. SAA Dataverse consultations now available: bit.ly.com/SAADconsult
    b. Resources [Gwen Higgins]
        i. Education
            1. Gwen (team leader) summarized the past year as a rebuilding year.
            2. Connected with the Reference, Access & Outreach section and the UX section regarding potential areas of collaboration on educational content around reference tracking and UX assessment, respectively.
                a. Collaboration between groups is exciting, but additional moving parts and balancing different priorities and timelines mean that it may take longer than a single year to put something together.
            3. Explored a variety of models for the future of CORDA's educational offerings:
                a. Free discussions on topics related to research, data, and assessment
                b. Low-cost workshops, typically these have been around the annual meeting
                c. Official SAA-sponsored courses
            4. There will be an opportunity to provide feedback on these options later in the meeting
        ii. Facts + Figures

                  1. Additional resources were added to the Facts and Figures site.
                     a. Searched in The American Archivist, Annual Meeting sessions, SAA component groups and other professional organizations, and granting agencies for additional research on the archives professions and other resources.
                  2. Worked with the Dataverse team to create a spreadsheet of research projects that are currently in progress.
                     a. During the search for F&F resources we found a few survey announcements and thought it would be useful for all of CORDA to have a tool to identify and track those projects.
                  3. Created at-a-glance statistics for the Evaluation and Assessment portion of the site.
                     a. Chose some statistics from A*Census II to highlight with graphs on the four different pages.
                     b. Dennis figured out how to embed a slideshow on the pages.

c. Research [Sarah Martin]
    i. Research Forum
        1. Based on audience feedback, format changes were introduced for 2024's research forum
           a. Longer platform presentation times to allow for Q&A and audience/presenter interaction
           b. Change from poster to lightning talk to better align with virtual delivery method
        2. Development and implementation of a submission rubric to aid in selection of presentations/talks for inclusion by RF team
        3. Recommendations provided to presenters for optimal use of time
        4. Assessment to follow, feedback always welcome
        5. Research forum will be held July 17 and 24, 12-4 CT
           a. Virtual 2-day forum
           b. Agenda available on RF site
           c. Slides and abstract will be available before the forum on the site
           d. Recordings of each section will be made available following the forum
           e. Any related papers and/or reports will be posted in the coming months
        6. Held office hours in April to answer any questions after the call for submissions.
    ii. Roadmap
        1. Adopted by Council in August 2023
        2. Active, evolving document to capture and summarize current and emerging research topics.

3. Submitted Institute of Museum and Library Services Laura Bush 21st Century Librarian Grant program requesting $150,000 to convene archivists from key sectors and professional positionality, and relevant non-archivist stakeholders, to take the roadmap and establish a research agenda for the archival profession.
            4. Notification of grant recipients goes out July 2024.
    4. Recap of next year's goals and initiatives [Emily]
        a. CORDA's placement within SAA strategic plan: F+F, Research and Innovation Roadmap, Research Forum, surfacing A*Census II findings and info.
        b. CORDA goals and initiatives: promotion and outreach, events, Research Forum, Facts & Figures, SAA Dataverse, Research Roadmap/IMLS grant for Research Agenda.
        c. Volunteer for CORDA- around 4 spots opening up next year.
    5. CORDA related events at the SAA Annual Meeting [Chris]
        a. Research Meet-and-Greet: Discuss research ideas and projects, connect with potential collaborators. Saturday 8/17, 11:00-12:15.
    6. Feedback/open discussion and wrap-up [Emily]
        a. Recording stopped and awaiting feedback from attendees.
        b. Emily opened survey tool to capture suggestions and other feedback, including several structured questions:
            i. Would you be interested in a Research Instruments and Design Course?
                1. **1st choice**
                2. (10 yes, 1 Maybe, 0 No)
            ii. Would you be interested in taking a Survey Deployment Course?
                1. **3rd choice**
                2. (4 Yes, 4 Maybe, 0 No)
            iii. Would you be interested in taking a Data Analysis course?
                1. **2nd choice**
                2. (7 Yes, 2 Maybe, 0 No)
            iv. Would you be interested in attending a Data Management Plan workshop?
                1. **4th choice**
                2. (2 Yes, 4 Maybe, 0 No)
        c. How much are you willing to pay for a workshop?
            i. 0 votes for $0, 8 votes for $10, 2 votes for SAA course rate ($239-$399)
        d. What other kinds of CORDA events do you want to attend?

What other kind of CORDA events do you want to attend?	Upvotes
workshop/presentation on specific software (ie OpenRefine)	1
Workshops/training specifically on data analysis	1
Informal talk about developing research ideas and the process involved	1
Potential research partner mixer!	0
overview of different research data storage + tools relevant to this group	2
Idea exchange to find collaborators for projects	1
Virtual research meet and greet to speak to/problem solve with people also	3

beginning/working through research process	
virtual research meet and greet to connect with others interested in exploring certain topics	2
virtual data/research group -- something like everyone has 10 min to discuss they're research, ask the group questions, get feedback	1
how to write a scholarly paper	0
workshop/training on data cleanup	1
Anything on free tools	0
more in depth presentation during the year from research team (process, methodology, findings, lessons learned) that is not during the annual meeting	2

      e. Do you have other feedback or suggestions for CORDA?
           i.   "Interdisciplinary collaborations. Partnering with scholars from other similar fields to advance research"

7. Chris asked whether there are any other questions for CORDA. None were offered.

8. Chris thanked the attendees and CORDA members and adjourned the meeting at 12:00 (CDT).