DAS Subcommittee Meeting: Agenda

Monday, March 18, 2024, 1:00-2:30 p.m. CT, Zoom

Members: Present (P) Absent (A)

Alison Anderson - P
Sally Benny - A
Lauren Burroughs (immediate past chair) - P
Pamela Campbell - P
Nolan Eller - A
Katherine Fisher (chair) - P
Angela Fritz - A
Brandon Jackson - A
Larissa Krayer - A
Maren Read - P
Krista Oldham (vice-chair/chair elect) - P
Akila Ruffin (Education Program Specialist) - P
Rana Salzmann (Director of Education) - P

1. Welcome (Katherine)
   a. Announcement- Lauren Burroughs last meeting with us. DASS Thanks her for her service.
2. SAA and CoE updates (Rana)
   - Annual meeting
     - Annual meeting communications are coming out soon regarding business meetings scheduling. DASS should be getting communication soon.
     - In person pre conference courses for annual meetings will also occur.
   - DAS Course
     - Handful of courses coming up in the spring to support high enrollments that have already occurred this past year.
     - Increased course enrollment since last spring. Possibly due to online courses.
   - DAS Exam
     - DAS Exam currently has 7 enrolled to sit for the May exam
     - First run of the Danis exam this past January. We should have feedback on the exam and will be collecting additional data to support a review of the exam.
       - What COE has seen thus far is that the exam had more failures than last exam, which is typical when introducing a new exam. We also did raise the cut score from 70 to 74 so we do have a "more difficult" exam.

- Likely we will need a couple more cycles of the exam to do an analysis and to see what adjustments need to be made.
    a. Audit form updates (Katherine)
        i. COE is doing revision to the audit forms and would like for us to be consistent. COE will draft an audit form and reach back out to DASS to get feedback. The idea is that there will be space for inclusion of DASS specific audit questions.
    b. January exam results, assessment of new exam form
        i. See above: DAS Exam bullet
3. Course liaison updates (Katherine)
    a. Recent reviews and audits
        i. Review course schedule & liaison sheet for review.
        ii. https://mysaa.archivists.org/nc__upcomingevents?type=Live+Course
        iii. https://www.pathlms.com/saa/events/873
        iv. SAA- isn't currently budgeted to pay for travel to go audit course, but COE can get you a seat if you will be in the area.
    b. Upcoming courses
    c. Access to and retention of audit materials
        i. Can use Pathlms to access course materials related to DASS Courses. Pathlms is the authoritative place for course materials. Google Drive will be the repository for the audit materials.
        ii. Retention for audit forms
            1. Every 2 years or when a new review is done.
            2. DASS is not the office of record. COE is the Office of Record. We hold convenience copies.
4. Revisions for DAS Foundational courses/webinars (Rana)
    a. Use the audit process and build out RPF to revise the Foundational Courses as one-offs or in bulk?
    b. Can we do a ranking system? Can we do this in a scaled approach?
    c. Are there stop-gap measures we can do? Supplemental packet?
    d. Work up a spreadsheet with a top 3 or top 5 ranking with notes.
        i. https://docs.google.com/spreadsheets/d/1arcHC-cBJNOnO7Bjz5Nryi-hW2wx3fXysOqnYU2DR-s/edit#gid=0
    e. Rana invisions this as part of a sub teams group
    f. 3-4 courses at 90 minutes for budget figures
5. Recertification pilot (Katherine/Rana)
    a. Concerns about use of external courses/content
        i. Beware of this and be mindful of the concern going forward
    b. Feedback on draft workflow/timeline
    c. Two petitions submitted for beta testing
    d. Recertification Requirements Google Drive Folder
    e. There might be the potential in the future to allow folks to retake courses in the future.
6. Team breakouts – 30 minutes

        a. Exam and documentation teams meet together
7. Team reports
        a. Course Development:
                i. Survey
                        1. Results https://drive.google.com/file/d/1VY542GCscnelVpOB8LycJm_jO3gOl0mG/view?usp=drive_link
                        2. Subteam will give a more in depth discussion of survey results at the May meeting
                ii. Webcast Audits
                        1. Our group can come up with initial rankings, and present to full group for review; will also consider survey responses
                iii. Recertification
        b. Comprehensive Exam and Documentation Team
                i. Get information into the handbook.
8. Additional reports/comments
9. Action items
10. Next meeting: April 15, 2024