DAS Subcommittee Meeting: Minutes

Monday, January 27, 2025, 1:00-2:30 p.m. CT, Zoom
https://us06web.zoom.us/j/85063605187?pwd=oetXEKl1kXfvE6pbZad5XWb4U9YGny.1

Minute Taker: Nolan E.

Krista Oldham (chair) -
Pamela Campbell - (vice-chair/chair elect) -
Katherine Fisher (immediate past chair) -
Alison Anderson -
Nolan Eller -
Angela Fritz -
Brandon Jackson -
Rose Oliveira-Abbey -
Maren Read -
Mitch Toda -
Christina Vortia -
Nolan Vallier -
Rana Salzmann (Chief of Training and Organizational Development) -
Akila Ruffin (Assistant Director, Education) -
Michael Santiago (Education and Annual Meeting Specialist) -

1. Welcome
2. DAINIS Job Task Analysis Content Outline Work
   - Discussion of the learning objectives for the new course Digital Curation: Fundamentals and Sustainability. This is the last course we need to discuss.
   - Completed the content outline and next steps; DAINIS will be putting together a survey. This survey will help us to create blueprints moving forward for the exam.
3. SAA and CoE updates
   - Akila gave an update on the DAS window. 48 were eligible to take the exam. Most people who have taken the exam have passed.
   - The January cycle for the exam closes on January 31st.
   - Once it closes, we will get the final reports.
   - In discussion to create language and promotion for option B renewal
4. Option B Pilot -
   https://drive.google.com/drive/folders/10kzyd497HrqQ1Ow3M4vS_8WSsOAup22g?usp=drive_link
   - There are now two different ways you can renew for DAS program.
   - We have been looking at how do individuals renew.
   - Option A is to take four classes; some individuals are unable to do this because of the courses available.
   - Option B is a petition option

- We need to go through the documentation to ensure everything is good before it goes live. Wanting it up within the next two months.
- Discussion on Google form and format(s) wanted by SA, as well as revisions.
- The next homework is to go through the documents to see if there are any mistakes before it is finalized and goes to the website.
- If people want to test the form, that would be helpful as well.

5. Course Proposal Form
   a. Joint development- CoE & DAS
   b. Current course proposal form: https://www2.archivists.org/prof-education/Proposal-Form
   c. Timeline- End of March
   - Look at the proposal form, at some point, there was a discussion about reviewing the form. Thinking of a potential revision to the form with a timeline for the end of March.
   - We are in the process of developing our new website and are kind of looking at everything and all content.
   - This will also go on the CoE agenda, so we don't know what next steps are at the moment.
   - Feeling this seems more like a CoE project, with a review by DAS
   - Discussion on the current form and proposals.
   - We need to consider time commitments from CoE and DAS members
   - If you have specifics or concerns, please send an email to Krista

6. Course Proposal - Records in Contexts, in Context (Regine Heberlein)
   a. Both A&D and DAS
   b. **Description:** An online course taught over two half-days (3 hrs each) circa mid-day (to accommodate participants from all US time zones as well as the instructors, one of whom is in Europe), introducing archives practitioners to the new ICA standard, Records in Contexts. Co-taught by Regine Heberlein, Archival Systems Technical Lead at Princeton University, and Merel Geerlings, Metadata Specialist and Project Manager for Linked Data, City Archives of Amsterdam
   c. **Additional Course Proposal Materials:** https://docs.google.com/document/d/1RUxes7Xk0Rh-49YCH16Nsfvx62rV7ZpY0I2-Jp_etuA/edit?usp=sharing
   - Discussion on if this course needs to be reviewed by DAS.
   - Does this fit with the DAS program
   - Questions/Discussion about how this course fits into the DAS curriculum
   - Some questions for Rana about the role of the DAS committee in reviewing new courses for DAS.
   - Until we hear from Rana please review the course and your thoughts on how you see how this course fits into the DAS curriculum.
   - We can discuss this further at next month's meeting unless Rana reaches out otherwise.

7. Updated Resources - DAS Reading List (Comprehensive Exam Team)
   a. https://www.zotero.org/groups/4544198/das_comprehensive_exam_reading_list/library

    i. Building Advocacy and Support for Digital Archives
    ii. OAIS
- Discussion on how to update the reading list and how instructors can provide resources for students.
- Quote from the handbook: "When a course is being developed or revised, the CET lead or reading list coordinator will coordinate with the Course Development Team and the course liaison to get a bibliography from the course instructor. CET members/reading list coordinators will add citations to each course in Zotero and tag each entry with the course name, course tier, and relevant content areas."

8. Team breakouts – 20 minutes
9. Team reports
 a. Course Development
- Been working on prioritizing webcasts for redo.
- Have identified fundamental courses to be redone
- Have identified courses to be removed

 b. Communications
- The team is continuing with the project to review all DAS web pages on the website.
- Met with Akila to talk about the big picture with the website and the best approach to sending along edits

 c. Comprehensive Exam
- Updating the reading listings
- Questions about Zotero account
- Angelia, if you can send us the updated reading lists for the two courses

10. Additional reports/comments