DAS Subcommittee Meeting: Agenda

Monday, June 16, 2025 1:00-2:30 p.m. CT, Zoom
https://us06web.zoom.us/j/85063605187?pwd=oetXEKl1kXfvE6pbZad5XWb4U9YGny.1

Minute Taker: Nolan Vallier | Christina Vortia (Back-up)

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

DAINIS
Charles Nastos- P
Paige Fischer - P

1. DAINIS Job Task Analysis Survey Results Continued
    a. Finalize discussion on validation survey results
    b. Last time presented in the results of the validation survey, considering the following questions: how many questions should be dedicated to each component?
        i. Weighting Shifted: domains 1 and 2 of the exam both decreased, while domains 3 and 4 both increased
        ii. Young members tended to trend toward foundational being the most important
        iii. Pamela noted if we are adjusting the weighting of the exam, we should be adjusting the requirement of the courses themselves
    c. Committee voted to adopt this blueprint domain 1 33%, domain 2 25%, domain 3 25%, domain 4 17%
    d. Committee discussion over the number of questions on the test.
        i. Domain 1 = moved from 45 questions to 33 questions; Dan asked: "Will test takers be tested over information that they take in an elective course?" Pamela noted: "Only one course is required, the rest are elective. The required reading list should cover the remainder of the test questions." Rana suggested that there were too many questions for Digital Audio and Video.

Added one question to both Appraisal of Digital Records and OAIS. Pamela noted that the OAIS is missing from the Foundational list. Angela noted that we should follow the data, rather than inserting the committee's subjective viewpoints. Took one question from subdomain 1.11 and added it to 1.10.

    ii.   Domain 2 = 35 questions to 25 questions; No discussion, number of questions are acceptable

    iii.   Domain 3 = increased to 25 questions; last meeting added a question to 3.6 subdomain; Discussion over where the two remaining questions should be allocated, one question each to 3.4 and 3.7; cut 3.5 and 3.11 completely

    iv.   Domain 4 = Increased to 17 questions; Pamela asked for clarification on the statements for 4.3 and Dan asked for clarification on the statements for 4.5.

2. SAA and CoE updates (Rana)
   a. Rana had to leave meeting, will check back in at a future date
   b. Michael noted that Rana did not pass anything along to him
3. SAA Annual Meeting SAA
   a. Joint meeting with CoE and GAES
      i. Mon., July 21 @ 11am - 12:30 pm CT (Official date)
      ii. Have to register for this on the SAA conference website
   b. Currently the plan is for each group—CoE, GAES, and DASS—to provide a brief business update and recap of activities from the past year, followed by a joint conversation or presentation on:
      i. Demystifying and promoting the idea of teaching for SAA, especially since there's always a need for new instructors and course content.
      ii. Revamping and Expanding Educational Offerings for Digital Records Professional.
      iii. Supporting SAA members interested in teaching, particularly in preparing for and pursuing adjunct teaching opportunities.
   c. COE created a slide deck, and I've made a copy, which is available in our [Annual Meeting 2025](#) folder.
   d. How would we like to approach this work? Is there a group of us interested in taking on the section about revamping? A lot of it falls under the Course Development Team, but I want to be mindful not to overload anyone.
      i. Open discussion about what we should talk about in this meeting: Katherine noted that we should be more transparent about what we finished this year, which should include an update from the course development team. Rose asked: Should we discuss any part of the DANIS development? Angela noted that the Course Development team has created a list of potential courses to retire, but we now have conflicting information from DANIS. Dan noted that we definitely need to be more transparent with SAA, course instructors didn't know there was a course being developed for OAIS. Katherine noted that we should discuss the development of courses

4. Course Development Team recommendations for course sunsetting/prioritization of revisions
    a. Rose noted that they've been working on a list of courses that might need to be retired. Sheet includes comments and thoughts.
    b. DAS-Webinars-CardSort Spreadsheet (The first two sheets include the courses we've flagged for revision and retirement)
    c. We are looking for input from the group on our five recommendations for sunset as well as the list of revisions
        i. Thinking Digital - suggested to potential offer as free as an introduction to the DAS certificate
        ii. Standards for Digital Archiving - suggested retirement, problems with captioning; Discussion from Dan and Angela, content of the course might not be relevant any more or potentially should be revamped. Katherine noted that we'll need to coordinate with the liaison. Dan noted that we discuss standards in a number of other courses; or perhaps we need to send a survey to instructors to see which standards they teach.
        iii. Digital Records - suggested retirement because it is outdated
        iv. Archival Collection Management Systems - suggested retirement because software was outdated
        v. Preservation formats for PDFs - suggested retirement because of outdated information
    d. ** if time - a question **: What is the process to update the exam when we release a new/revised course? This question applies not only to new and revised courses, but retired courses as well – as courses are removed from our catalog, we'll want to update the comprehensive exam to reflect the current state of course offerings.
        i. Need more time to think about this as a committee, but don't want to table this until after August. Moving the conversation over to the listservs
        ii. Question about courses that have been retired in the past
        iii. Need to include this in the next agenda