Agenda: April 28, 2022

Present: Jennifer King, Erin Passehl Stoddart, Chris Marino, Gwen Higgins, Jane Fiegel, Sarah Buchanan, Sarah Pratt Martin, Emily Lapworth, Jackie Price Osafo, Dennis Meissner, Jasmine Jones, Nance McGovern, Maggie Hughes

Absent: Jen Wachtel

AGENDA:
1. Committee Updates - 10 minutes – Please put full updates in agenda and report briefly on highlights
   a. Education
      i. Drafts for Dataverse Tutorials complete, 5 total (Plan document)
      ii. We invite CORDA members to explore the PPTs and script drafts in Drive and leave feedback/comments by Friday, May 13. Dataverse Tutorials
         1. Specific questions:
            a. Dataverse: Depositing Your Data: on the data deposit form: Difference between depositor and contact? Are all fields required?
            iii. Gwen and Sarah plan to record the tutorials before our business meeting in July
            iv. Next: identifying where these videos will live
      b. Repository
         i. Link to new Archival Outlook article
            https://www.bluetoad.com/publication/?i=742427&ver=html5&p=14
         ii. Outreach to individuals ongoing but hasn’t resulted in any new deposits so far. Announcements to regional, group, student listservs next. Tutorials will really help.
      c. Roadmap - covered below
      d. Facts and figures - draft Archives Aware blogpost
         i. Thinking about how to operationalize adding content, maybe an open-ended workplan to grab and track
         ii. *Present those ideas at next meeting
         iii. Added search bar to facts and figures with Matt’s help align with a button for members to submit content
   2. Liaisons - 7 minutes – Please put updates in agenda and walk-through highlights
      a. Education - Jen (absent, will provide update via email to CORDA)
      b. Council - Jasmine
         i. SAA Council has approved the 2023-2025 strategic plan (includes DEIA - see below Roadmap). See news item here:
         ii. Next Council meeting is May 18-20: https://www2.archivists.org/groups/saa-council/may-18-20-2022-council-meeting-agenda
         iii. Reminder to schedule your committee meeting for the annual meeting by May 1.
iv. First year Council members have just started discussions on the SAA Leaders Forum, and Jasmine shared about potential inclusion of a CORDA presentation

c. Executive Director - Jackie
   i. Opening registration for annual meeting in Boston (hybrid)
   ii. SAA as of Monday has a new Marketing and Communications Specialist, Julia Pillard
   iii. Teresa Brinati has left SAA to take a position in North Carolina
   iv. Abigail is stepping up as publications lead and will determine next steps
   v. IT Matt Black is leaving SAA to pursue his music dream - last day is May 20, interviewing for that position
   vi. Please reach out to our new colleagues at SAA and our leaving colleagues

3. Research Forum - co-chairs 15 minutes
   a. Email announcement
   b. Feedback welcome on Council report and revisions to CORDA charge
   c. Questions/discussion
      i. CORDA has had several programs already so a good home.
      ii. Research section has been a long-term interest of RF team.
      iii. Reminder: anyone interested in shadowing the Research Forum team please let Jennifer/Erin/Nance know soon. Also send in comments/questions to Council documentation by end of day tomorrow.
      iv. CORDA presentation at 2022 Research Forum? (Virtual, Wednesdays, August 3, 10)

4. Committee Appointments - co-chairs 5 minutes
   a. Openings and appointments
   b. Ex Officio Member
   c. CORDA submitted for an early-career position. So did Research Forum

5. Annual Meeting - Co-Chairs 20 minutes
   a. CORDA Business Meeting July 11- Aug 12 decision needed; fill out availability in Doodle poll by today
   b. Leadership Orientation (Dataverse, Research & Innovation Roadmap)
      i. Format changes every year, format still unknown now, Jasmine will let us know.
   c. *Conversation Lounge (Roadmap might be a great topic) - we can reach out to Felicia about this.
   d. Educational session, CORDA is on lightning panel (Sarah P)
   e. Open house - maybe just combined in the business meeting.
      i. Sarah P reached out to Jeremy in the fall, he was on board for data analysis and data reuse, probably
      ii. Maybe focus on “getting your data ready” and socializing the Dataverse, and think about a future program to focus on the A*CENSUS II datasets since date will not be available before Annual Meeting
6. Research and Innovation Roadmap - Jennifer and team 5 minutes
   a. Review updates and table
      i. Consider using today’s more how-to Strategic Plan rather than the former separate DEIA Plan
   b. Prioritization at May meeting
      i. Jennifer will take a look at strategic plan and its relationship with today’s news

7. Wrap Up