CORDA Meeting April 5
1:00 to 2:00 pm EST

1. Introductions
2. Discussion
3. Next Steps

Introductions:

Paul Conway (Michigan) , co-chair
Jennifer Gunter King (Emory), co-chair
Sarah Buchanan (UM Columbia)
Courtney Dean (UCLA)
Cristina Horak (Federal Reserve, Dallas)
Dennis Meissner (retired)
Ricky Punzalan (Maryland)
Erin Passehl Stoddart (Oregon)
Nancy Beaumont (SAA)

Discussion:

How do we parse out our major activities:
1. Assembling data and tools
2. Fostering new research
● Between now and the annual meeting assembling the universe of data and instruments that is Assess it at the meeting - what is here, what are the gaps, and what should be our priorities Looking strategically at the organization's information needs and sharing its strategies with the SAA Council and relevant component groups;
● Proactively commissioning or directly engaging in necessary and strategic research;
● Gathering quantitative and qualitative information of strategic value for SAA in the areas of advocacy, public awareness, improved audience service, and community engagement;
● Evaluating such information and surfacing it to SAA members via dashboards, reports, and constructed data sets that members can use to better understand and act on their own environments and to perform better as archivists;
● Engaging academic and other communities within SAA to perform research by helping to set research agendas and by utilizing grants, fellowships, conferences, and other tools and levers;
● Providing a repository (or repositories) and analytical tools for sharing and evaluating useful data about archivists, repositories, audiences, and the environments in which archives function; and Building and maintaining, in collaboration with other SAA groups, a training site for archivists in the area of research, data gathering, evaluation and assessment, and business intelligence going forward?

- In the short run how does our work interface with the A-Census - Meredith Evans is interested in proceeding quickly with A-Census 2, fast-track; Council has approved our working with Ithaka for a grant application and has begun looking at previous instrument to gauge topics and what needs to be added; hopeful that we might find a funder by August or at the end of the year.
- Rather than get ahead of A-Census, position ourselves for a good meeting in Austin. Our committee has a 3-hour block and SAA has generously allocated a 75-minute open forum slot, inviting members to discuss with us their interests in data and research broadly
- One thing that we decided was CORDA charge is anything and everything we might want to do. We acknowledge right from the start that there is no immediate hope of getting a dedicated staff member to support the work of the charge, and ramping up the committee
- We understood long before we submitted the report that the group would start out slowly, with a few priorities, and started to build information and a repository, and gradually expand to include all of those 7 things in the charge.

Landscape Review and Survey
  Obvious data sets
  Things we do not know
- Present that to Membership and gain more data
- Past research and future research
- Even if we are not gathering everything, it would be a good start

Tasks from the Task Force Report:

1. Standardized Tools for gathering and analyzing data
2. Centralized repository (of data tools and other authoritative aids- it will be the other teams that assemble the content that will go into this repository)
3. Training on gathering, analyzing, interpreting and using data
4. Up-to-date basic facts and figures about archives and archivists
5. Clearing-house to support surveys and research

Tasks in the CORDA Charge:

1. Looking strategically at the organization's information needs and sharing its strategies with the SAA Council and relevant component groups;
2. Proactively commissioning or directly engaging in necessary and strategic research;
3. Gathering quantitative and qualitative information of strategic value for SAA in the areas of advocacy, public awareness, improved audience service, and community engagement;

4. Evaluating such information and surfacing it to SAA members via dashboards, reports, and constructed data sets that members can use to better understand and act on their own environments and to perform better as archivists;
5. Engaging academic and other communities within SAA to perform research by helping to set research agendas and by utilizing grants, fellowships, conferences, and other tools and levers;
6. Providing a repository (or repositories) and analytical tools for sharing and evaluating useful data about archivists, repositories, audiences, and the environments in which archives function; and
7. Building and maintaining, in collaboration with other SAA groups, a training site for archivists in the area of research, data gathering, evaluation and assessment, and business intelligence.

How do the 7 sync up with the 5, and how many teams can we support with our committee?

Define what we mean by RESEARCH
Categories:

1. Information people have gathered about archivists - regional groups, salary surveys,
2. Information about archival organizations
3. Organizations that are professional associations themselves?
4. Broad-based concept of users - impact assessment , user studies, advocacy studies
5. Educators - graduate schools, SAA Training and Research Education, wherever education takes place
6. Within SAA Committees

Do you have a report and an instrument? Have you done any systematic data gathering?

Action Items:
- Confirm next meeting on May 10, 1:00 pm
- Email out to SAA committee chairs, RAAC (Christina and Jennifer)
  - Work with Christina on a generic outreach email
    - What is CORDA and we want you to help and here is how you can help
  - Do we do a formal survey? Qualtrics or something less formal
  - Research and evaluation studies in the last 10 years
  - Ask Erin to reach out to RAAC and ask directed questions
- 300 word essay for Archival Outlook (Paul) and other publications
- Who can get it out to other publications? Maybe Erin?
- Research Forum proposal, deadline May 15 - Jennifer and Paul
  - Introducing CORDA and soliciting input on priorities (survey)
  - Centers on charge and invites feedback and challenges to the charge
  - Pitch the difference between research and assessment

- ○ 250 people attend the research forum
- Reach out to RAAC -
- Put minutes in SAA Site - Jennifer
- Explore location for keeping data that we collect in the meantime. SAA site? Box? Google Drive? - Jennifer and Paul

Next meeting, afternoon on May 10 1:00 p.m.
Adjourn