Agenda December 4, 2020

Present: Gwen, Erin, Sarah B, Emily, Ricky, Nancy B, Sarah P, Jennifer, Cristina, Dennis, Mary, Paul, Nance

To review in advance:

1. Draft [collection development policy and questions](#)
2. Example dataverse policies
- University of Virginia Collections Policy: https://wwwstatic.lib.virginia.edu/files/2018-03/LibraCollectionsPolicy-20180122.pdf
- Texas Data Repository Dataverse (scroll down to page 20: https://www.tdl.org/wp-content/uploads/downloads/2016/09/TDL-DIWG-Final-Report.pdf -- also provides additional information we might consider outside of collection development)
- UCLA Social Science Data Archive: https://www.library.ucla.edu/sites/default/files/SSDA_collectionAndArchivingPolicy_1.pdf
- Odum Institute: https://odum.unc.edu/files/2017/05/Policy_CollectionDevelopment_20170501.pdf

AGENDA

1. Introduce goal of the meeting: the "what" (collection development policy) and the "how" (the dataverse guidelines, determined by the system) - 5 minutes
   1. Ricky is teaching a course on collection development policies (Faye Phillips and Jennifer Marshall)
   2. Faye Phillips, "Developing Collecting Policies for Manuscript Collections," American Archivist 47 (1) (Winter 1984): 30-42 and Jennifer A. Marshall, "Toward Common Content: An Analysis of Online College and University Collecting Policies," American Archivist 65(2) (Fall/Winter 2002): 231-256.
   3. https://scholarcommons.sc.edu/cgi/viewcontent.cgi?article=1085&context=libsci_facpub
      - Institutional statement of purpose
      - Types of programs supported by the collection
      - Clientele served
      - Priorities and limitations of the collection
        - Identified strengths
        - Present collecting level
        - Identified weaknesses
        - Desired collecting level
        - Geographical areas
        - Time period
        - Subject Areash
        - Languages
        - Media and Formats

- ■ Exclusions
        - ■ Cooperative Agreements
        - ■ Resource Sharing
        - ■ Deaccessioning Policy
        - ■ Procedures Affecting Collection Policy
        - ■ Monitoring and Reviewing Policy
        - ■ Copyright and Intellectual Property Rights
        - ■ Access Restrictions
1. Discussion Topics: Risks, challenges and advantages of breadth and depth - 10-15 minutes
    1. Balance pushing good data practices while also support the profession
    2. A constraining factor is our own capacity to manage the content; good to be broad in terms of types of data and areas for research, including types of datasets. Possibly restrain by things that require less curation. Initially curation responsibility (preparing the files & metadata work) will be the depositors responsibility.

Broad capture within scope but be aware of capacity

1. Creates an expectation of a collaborative relationship between depositor and dataverse
2. **We want our data to be FAIR (adhering to the FAIR Data Principles): Findable, Accessible, Interoperable, and Reusable
3. Keep it simple. KISS = Keep It Simple Steward/Scholar/Submitter- if we agree dataverse is not a long term preservation strategy but rather a tool for fostering analysis, reuse, and new interpretations
4. suggesting that we need to manage expectations, because if we don't, people will think that what they are giving will be preserved forever
5. repository is a data archive
6. if it is simply a place to put stuff, we have to say that
7. it if is a pilot we say that
8. expectation that CORDA is dealing with SAA data assets
9. Scope has to be laid out in relation to data archives
10. We are appraising for data
11. dataverse is not an institutional repository
12. "Designated community"
13. SAA groups should be required to deposit data funded by SAA resources
14. Levels of preservation for a "pilot", phases (see what we learn by taking material in)
    1. Phase 1:
        1. data depositors
            1. contributors as depositors, limited preservation services and with a focus on ...
            2. encourage archivists too look at dataverse as a place to deposit
            3. depositor has to assert that data has value and is reusable
            4. responsibility for the ethics of the data is on the researcher
    2. 2. SAA Data
    3. 3. CORDA Curated
- ● Grey Literature: "unstructured" data, reports, etc. goes into SAA archives

- What is useful will depend on users, who are all different (SAA sections, etc.)
- Checklist (file formats, self-evaluate/assess value, expectation on preservation) gets uploaded with data
- Can be aligned with subgroups
- Leverage other areas of CORDA teams
- Preservation: dataverse does enable us to commit to bit preservation
- Responsibility of data depositors
- Reviewers from CORDA, etc.
- Solicit data
- SAA commissioned work
- Commit to sustaining initiative

1. Discussion of what we envision regarding preservation and what SAA can commit to - 10-15 minutes
2. Questions that have emerged and additional questions that we need to examine. Feel free free to add questions ahead of our meeting in this [Questions Spreadsheet](#) - 20 minutes
   - Questions to still consider: defining key terms, appraisal of things coming in, mange expectations around preservation,
3. Next steps - 5 minutes
   - Key Terms & Definitions & Examples & Define Reuse
   - Erin & Jennifer update draft policy with discussion from today
   - Preservation questions with Odum (Nance and Erin), to update language in policy