

CORDA Agenda: January 13, 2022

Present: Jennifer King, Erin Passehl Stoddart, Chris Marino, Jen Wachtel, Gwen Higgins, Jane Fiegel, Sarah Buchanan, Jasmine Jones, Sarah Pratt Martin, Emily Lapworth, Jackie Price Osafo

Absent: Maggie Hughes, Dennis Meissner, Nance McGovern

CONSENT AGENDA (liaisons, please add any updates below in advance):

AGENDA

1. Co-chair updates

- Meeting with Nance McGovern and Heather Soyka re: SAA Research Forum
 - Relationship between Research Forum and CORDA were not as explicit when CORDA began, blossoming of ecosystem, exploring how to strengthen this tie more formally going forward
- Responded to CORDA invitation to join SAA 2022 conference proposal
 - Sarah Pratt (Boston local) and Emily Lapworth, Sarah Buchanan.
 - Proposal submitted, they met as a group
- Possible resources for facts and figures:
 - Library Carpentry <https://librarycarpentry.org/>
 - Institute for Research Design in Librarianship <https://library.lmu.edu/irdl/>
 - Process question: How do we want to vet suggestions? Google Form is set-up to suggest content, vetting is more informal right now. Google Form will go onto F&F website perhaps in right navigation bar, part of press release information. Chris will check in with Matt Black to see if there is an SAA form that we can use. Should the form offer opportunities for inclusion as well as exclusion? Add or take down.
- February 1: Deadline for article submission in time for the March/April issue of Archival Outlook

2. Small team updates

- Repository team (Emily, Jane, Maggie, Erin)
 - Drafting template messages that can be used to communicate with various SAA groups, individuals, etc. We will use these to start to talk about submission, etc.
 - Meeting with Outreach team next week
 - Worked on language and search widget for F&F Dataverse webpage
 - Discuss at future meeting: SAA Dataverse Collection Development policy mentions SAA sponsored groups submitting survey data - how will this be enforced, who will communicate, etc.?
 - Resources such as salary surveys, etc., has a home in SAA Dataverse, can it be reusable per collection development policy? Has to be reviewed with an eye towards informed consent,

privacy, etc. Maybe a statement that acknowledges materials will be deposited with Dataverse in the future. A communication in general about requirements, where should it come from, CODA, Council, etc.? Maybe part of the onboarding process or at Leadership Orientation (Jasmine suggested, and she is part of planning team) - maybe we present on things to keep in mind. There is a Leader Resources webpage (<https://www2.archivists.org/governance/leaderresources>), maybe it could go there as well.

- Reminder that we could be getting the opportunity of deposit as part of the *American Archivist* submission process
- Action item: Repository team follow-up with Jasmine about Leadership Orientation opportunity
- Facts and Figures (Dennis and Chris)
 - Continuing to clean up html on various channels/pages
 - <https://www2.archivists.org/saa-dataverse>
 - Drafted key message content for public launch and sent to Abigail (cc'd Sarah Pratt Martin) this past Monday, Jan 10th
 - got back to us today and asked us to draft a press release (400-600 words) -- she will review and then we can post the announcement on: the SAA website; the Announcements, RAAC, SNAP, and Leaders listservs—and any other relevant listservs (that would be best coming from you all rather than the SAA office); and then it can be adapted it to post on social media and *In the Loop*.
 - Ask CODA members if they have any more content suggestions or edits to existing content, via email is fine.
 - Jane pulled materials she found from SAA groups and committees and created a spreadsheet
- Education & Outreach (Sarah PM, Gwen, Jen W as liaison)
 - Working with F&F to get messaging out about public launch
 - Possible collaboration with RIM working group (Jen. W.)
 - Committee on Education RIM working group interested in collaborating with CODA Education ([draft RIM business case](#) and [draft focus RIM Section focus group questions](#))
 - Perhaps include the CODA courses within the RIM tiers, while also available outside of the certificate
- Research and Innovation [Roadmap](#) (Jennifer, Erin, Sarah B, Nance)
 - Roadmap needs to be reflective of priorities and strategic thinking
 - Team will be reviewing the current draft together next week with thoughts of bringing to other groups/sections/committees, a flexible document; thinking about facilitation methods across all these groups, want to create opportunities for engagement. See <https://www.liberatingstructures.com/> via Lighting the Way. Want it to be representative and have buy-in.

- May need to have dedicated conversation in CORDA before engaging with others. Sarah B: perhaps frame it not in isolation but as general Dataverse-supporting documentation.

3. Liaison updates

- SAA Executive (Jackie)
 - Groups and Council will be reviewing strategic plan with a feedback period of a few weeks that will be open to members and leaders
 - January 18 National Day of Racial Healing communication has been launched with suggestions of ideas, please share out
- SAA Council (Jasmine)
 - Next Council meeting: February 16 and 19
 - Shared a call with the group for potential agenda items – heard from Erin and Jennifer that there are none for upcoming meeting
 - Upcoming deadlines ([SAA Leader Resources Dates and Deadlines](#))
 - February 1: Deadline for article submission in time for the March/April issue of Archival Outlook
 - March 1: Deadline for submitting to your Council liaison any funding requests for consideration as part of the draft FY 2023 budget (July 1, 2022 – June 30, 2023).
 - Council is currently reviewing the updated strategic planning document and providing feedback, in preparation for upcoming strategic planning discussions that the Council liaisons will be having with component group leaders. More information about those discussions is forthcoming
- Education Committee (Jen W.)
 - Latest meeting minutes: SAA CoE Meeting Jan 10, 2022
 - Recruiting instructors for reparative description workshops - intention to create a diverse panel of instructors
 - SPM: Kathy Wisser (Simmons, SAA Fellow) has a forthcoming book on this topic that she will be editing. She could offer suggestions based on chapter authors.

Next general CORDA meeting: February 10, 2022