

MDOS Steering Committee Meeting Minutes

2021 May 14, 2:00-3:00 PM EDT via Zoom

Agenda

1. Review of [MDOR/S Leadership Handbook](#)
2. Section Nominations
3. Joint Section Meeting update
4. Hosting an Early-Career Member
5. Other business

Attendance

Present

- Bailey-Tomecek, Christy (Social Media Coordinator, 2020-2021)
- Gutiérrez-Jones, Natalia (Education Coordinator, 2019-2022)
- Johnson, Randi (Member, 2020-2023)
- Ruminski, Clayton (Member, 2020-2023)
- Searcy, Rachel (Member, 2019-2022)
- Shallcross, Mike (Co-chair, 2020-2022)*
- White, Angela (Member, 2018-2021)
- Wilkinson, Elizabeth (Co-chair, 2019-2021)

*Minute-taker

Absent

- Serrao, Jessica (Web Liaison, 2019-2022)

Minutes

1. Review of [MDOR/S Leadership Handbook](#)
 - a. Needs updating. Is it still relevant?
 - b. More updates to the Standing Rules to review
 - c. Committee agrees that we should consolidate information and not have two documents to update.
 - d. Keep anything in the Handbook? There might be some items to keep in our Google Drive
 - i. Leadership calendar could be a useful section to keep
 - ii. Don't need:
 1. Sign up sheet
 2. Agenda template
 - iii. Standing Rules will go on ballot to be approved by section membership during election; we will remove handbook from the Section microsite after election
2. Section Nominations
 - a. So far: 0 nominations
 - b. Jessica will put call out on the microsite; Christy will spread on social media
 - c. We can also put out on SAA announcements list
 - d. SC members should reach out to people who could be a good addition to the group
3. Joint Section Meeting update
 - a. Morning of July 19
 - b. Working with Visual Materials (VM) Section chair
 - c. Draft call:
 - i. How has your creation of metadata changed for visual materials in the past 1 or 2 years in light of the increased awareness for the need for more equitable and inclusive descriptive practices?
 - ii. General call along the lines of a remote visual material metadata creation/projects during the pandemic.
 - d. Patrick (VM chair) in favor of 2 blocks with 4-5 speakers
 - e. VM team will also need to OK before sending out
 - f. Will look to publicize call by the end of May
4. Hosting an Early-Career Member
 - a. MDOS put out a call in 2020, but no response
 - b. Could be useful to have insights from early-career perspective: interests, needs, etc.
 - c. Elizabeth will let Felicia know that we are interested

5. Other business

- a. Microsite still has MDOR 'Newsflash' newsletter
- b. Add newsletter to microsite after it is published?
 - i. Could make it easier to find (as opposed to searching list archives or email)
 - ii. Title: "From the Field"
 - iii. Jessica could post after it's sent out on the list
 - iv. 1st newsletter: had 2 contributions; nothing so far for next one
 - 1. Was straightforward to put together
 - 2. Will put out another call--MDOS list, general announcements, and social media