

# Coalition for Diversity and Inclusion in Scholarly Communication

## 12/17/2020 C4DISC Meeting Notes

**Attendees:** Melanie Dolechek, Brit Stamey, Peter Berkery, Alice Meadows, Lauren Bosc, Patty Baskin, Scott Warren, Bernie Folan, Rebecca McLeod, Bev Acreman, Gabe Harp, Jennifer Pesanelli, Tresa Bane,

1. Communications & Outreach Working Group
  - Meeting monthly with 11-12 members; planning a timeline for handoff in Q2 2021.
  - **ACTION ITEM: All-Send list of Org members by Country to Alice**
  - Collecting resources for the website; added question on member and partner applications to help determine priorities for resources and projects; developing a communications calendar of monthly communications; developed [flier](#) and [template](#) slides for use by members; will also post on website; developing video interviews.
  - Agreement to further investigate using a repository such as Zotero, Figshare or Open Science Framework to host resources. Noted that we need to consider document maintenance and versioning in the solution chosen.
  - Press release on new members/partners complete and will be distributed 12/17.
  - Agreement to have the working group perform a website audit and recommend updates/changes to the Steering Committee in Q1.
2. Contractor Search Update

Received 19 applicants; diverse pool of candidates; selected 4 to interview. Interviews will be complete by 12/18/20. Selection committee will check references and recommend top 2 candidates to steering committee. AUPresses will execute contractor agreement. Goal is to award contract in early January.
3. Member/Partner Updates
  - No new applications since last month; 74 Adopting Organizations
  - For partners wanting to contribute off-cycle (July-June), we can prorate contributions for their first (partial) year.
4. Onboarding Documentation Updates
  - a. [Member Onboarding Documentation](#) mostly complete; still need to add term start dates for committee members. Melanie will send to new members so they can start participating in Steering Committee meetings in January. Bev will serve as onboarding buddy for CrossRef; will determine onboarding buddy for Alta once we know location of representative. Buddies should have served on steering committee for a least 6 months.
  - b. [Volunteer Onboarding Documentation](#) complete and Gabe is sharing with new volunteers as applications come in; using feedback from volunteers to refine as needed.
5. Working Groups
  - a. Toolkits for Equity

Jocelyn Dawson and Damita Snow will co-lead the Organizations Toolkit. Niccole Coggins and Kerry Webb will co-lead the BIPOC Toolkit. Kick-off meeting January 14; 48 volunteers to date; GWU offered to help with copyediting and design work as part of a summer class that starts in April.
  - b. Bernie reached out to those that submitted ideas through the website to determine if a project or ongoing, if they are willing to lead and if they had volunteers in mind.

Directed one group to a project in process that was similar; will follow up with more information.

6. Will [Doodle for 2021 Recurring meeting date](#); new members will join us at January meeting.
7. Tabled for the next meeting
  - a. Request for Collaboration (see below)
  - b. Statement of Principles Review (bi-annual)
  - c. Review the [timeline and task owners](#)

Next meeting, TBD via [Doodle](#)

### **For Reference**

1. Current list of working group ideas:
  - a. Speaker Bureau of diverse speakers on DEI & non-DEI topics.
  - b. Ask the Expert webinar series on DE&I topics (ex: HR, Editorial, etc)
  - c. Scorecard
2. Working Group [Suggestions from website](#)
  - a. Mohit Bhandari: Working group in surgery
  - b. Bob Vrooman: Best practices to encourage diversity and inclusion within journals' editorial boards, authors, editors, and reviewers
  - c. Luc Boruta: Linguistic diversity and multilingualism in scholarly communication
  - d. Simon Holt: Disability Inclusion Toolkit working group