

C4DISC Steering Committee Meeting

8/22/22

Present: Melanie Schlosser, Heather Staines, Ally Laird, Patty Baskin, Alex Mendonça, Alice Meadows, Brit Stamey, Rebecca McLeod, Bernie Folan,

Regrets: Gillian, Peter, Bev, Ed

Minutes

1. Icebreaker
2. Member/Partner Updates (Ana)
 - a. 117 Adopting Organizations
 - b. Welcome Alex-SciELO representative!
 - c. Renewals for FY 2023 started
 - FY23 Budget Planning Discussion Upcoming
3. Creation of 2 new officer positions (Melanie)
 - a. Convener Elect: the person who comes at the planning meeting near the end of the term / half of the year
 - b. Past Convener: the person who has vacated that role
 - c. Voting and non-voting representatives in the group
 - d. Be aware of DEIA representation from within the Steering Committee
 1. Have multiple people from one organization to balance things out, suggest but not require
 - ii. **Movement passed and seconded**
 1. **Action Item:** If anyone is interested in the convener elect role, please contact Melanie S.
 - iii. **Action Item:** Formal addition in the policy (Ana)

3. Strategic Planning (Melanie S.)

- a. Strategy summary
- b. Slides to Members and Partners/Member of Members (link and saved in drive)
- c. Establishing a sub-group to look at data and compare it with set initiatives–Volunteers?
 - i. Next meeting would be a dedicated to strategic planning review
 - 1. **Homework:** Need to review notes and slides ahead of time (Steering Committee members)
 - 2. What should we do with results? Write up in the Newsletter and what we are going to do with the results, with the caveat of how we use the data and what it represents
 - a. Engaging C&O group to share the key data points
 - i. Webinar? Press Release?
 - b. Be transparent: there are things that we will do and these are the things that we cannot do
 - c. Maybe we will need a special C&O group that will provide connection points for people to share with each other
 - 3. Goal: Action plan for year or 18 months
 - 4. 3rd survey: to BOPIC people – TBD

4. Working Group Updates (Ana)

- 1. Communications & Outreach Working Group Update
 - a. Launch for Inclusive Language and Image Guidelines and BIPOC Toolkit
 - b. August Newsletter (attached)
- 2. BIPOC Toolkit: tentative publishing date is still September 2022
- 3. Disability Toolkit for Equity
 - a. Making good progress, meeting regularly; prepping for time at Triangle Scholarly Communications Institute
- 4. Inclusive Language and Image Guidelines for Scholarly Communications

- a. Promotional outreach in progress
 - b. Word Doc complete; being migrated to PubPub
5. Disaster Policy Update (Ana)

5. Learned Publishers publication piece

- Potential: Request for reviewers