

# C4DISC Steering Committee

Running Agenda and Minutes from 8/22/22

## Handy links

C4 DISC website | C4DISC Drive space | Minutes from earlier steering committee meetings  
Steering Committee list email: [c4disc@googlegroups.com](mailto:c4disc@googlegroups.com)

Steering Committee membership

## 7/24/23

- Members 14 / Partners 23 / Adoptees 136 (Updates) (Vanessa)
  - New adopting org: MoreBrains Cooperative, <http://morebrains.coop/>
  - New adopting org: STM Association, <https://www.stm-assoc.org/>
- Working group updates
- Honorarium updates (Vanessa)
  - **Brief summary:** We will be paying a small honorarium (US\$300) to volunteers whose role requires them to draw on their lived experience of marginalization. This honorarium will be offered on an opt-out basis to eligible volunteers who end their volunteer term between July 1, 2022 and June 30, 2023. We ask ALL VOLUNTEERS to fill out this form by **November 18, 2022**. Further documentation for the honorarium program can be found here.
  - **Status of recipients:**
    - Received: 7 payments made in Jan. 2023
    - Declined: 9
    - Pending payments: 8
    - Awaiting responses: 2
  - Do we want to continue this program?-- is there more information that is needed in order to move forward
    - **Exact numbers** of those who volunteered and a percentage of eligibility.
      - # of volunteers who finished up their volunteer term during the pilot year

- # of those who indicated that they were eligible for the honorarium based on the criteria
    - # of those who actually took the honorarium
    - **Send out a brief survey to participants** asking how they were impacted (professionally, personally) by the program– was it helpful for their work with C4DISC; Feedback on criteria for eligibility.
  - Do we want to make any changes?
  - Understanding/creating the process before moving forward (Vanessa)
  - Estimation of total amount potentially payable in current year
- Budget 2023-24 documentation presented by Gillian
  - Discussion of other budget items (eg marketing, new members, etc)
    - To build FY24 draft
      - Needed clarity re: Program Support clarity– this line is basically unallocated funds, in the FY23 the 2 options reflect funding the comms position in 2 different ways (Opt 1 - all from program support; Opt 2 - part from program support part from honorarium)
      - Need to decide what types of projections we want to make re: membership dues growth
      - Need to decide re: honorarium based on data review of pilot
- Strategic Priorities
  - Communications strategy and priorities (Bernie):
    - Engagement Efforts to deepen engagement with existing partners and statement adopters - discussion of ideas
    - Open Meeting and reporting - to update our community of partners and adopters on what C4Disc is doing and will be doing and gather ideas and comments
    - Look at the adoption forms and application forms to see if there can be some tweaking to the language to lessen questions/back & forth
    - Reporting out/open meeting**–when would that be most useful–**January**
      - Formatting–one-way info sharing or an actual discussion?
    - UPDATES (*Updates do not need discussion unless questions from SteerCo*)
    - Recent comms:
      - Workplace Equity Survey reminder
    - Planned Comms:
      - Community of Practice launch
      - GRAPHEK award for Antiracism Toolkit for BIPOC

## WEQ Survey Progress reporting

- Cleaning audience mailing lists of defunct addresses
- Improved sign up language on site
- Reviewing opt-in language on C4DISC sign-up forms
- Channel Counts End June 2023

	Twitter	LinkedIn	Website news followers	C4DISC News Google Group
End Feb 2023	1404	90	174	110
End Mar 2023	1414	100	176	110
End Apr 2023	1417	104	179	112
End May 2023	1423	110	180	111
End June 2023	1428	128	184	118

- Content strategy (Steering Committee)
  - Outstanding items from approved draft strategy
    - The group voted—Non-Commercial
  - Policy process conversation (parked for later discussion)
  - Items to discuss: license, approval process, preservation/archiving
- Documentation/processes
- Looking for volunteers to archive/preserve documents and publications
- Association of American Publishers update
  - DEI Summit proposal - **need by July 31** - Ideas so far: C4DISC and the work we've done thus far, Toolkits (ask authors to present)
- Working Groups: Give the Steering Committee a chance to see what they have before presenting publicly (possibly at the next meeting)
- Other collaboration opportunities
- STM Association update
  - Collaboration opportunities
- Cell Press invitation to speak on inclusive language toolkit
  - Inclusive images
  - Patty has agreed to be the point person on this collaboration

- New topic: Revisit the language we use on a regular basis– Alex shared a NYT article– this article is behind a paywall and you may not have access to it but sharing it here: <https://nyti.ms/3Wff5zH>–title “Why Some Companies Are Saying ‘Diversity and Belonging’ Instead of ‘Diversity and Inclusion’”
  - A conversation about the frequency of updating language; how can we reflect the ongoing changes in language to what we do and say.
    - Website and Statement of Purpose review
- New Topic: Also on language - outlined here and open for comments (Bernie) (*can be bumped to next meeting if needed*)
- New Topic: ASAE’s \$15,000 Sal Martino Grant (see email from Melanie D)
  - Quick thought: We’re not spending the money we already have (- Melanie S)