

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

Steering Committee membership

4/22/2024

- **Actions from last and previous meeting(s)**
 - Guidelines/style guide for Toolkit launch (see separate item below)
 - ALPSP DEIA research proposal
 - Alice/Vanesa follow-up on this matter
 - Gillian's communication with Melanie D. for C4DISC financial support for WEP design – check in on the exchange and update that information here (Vanesa)
- **INFORMATION:** Members 15 / Partners 23 / Adoptees 148 (Updates - Vanesa)
 - National Communication Association has been removed from the C4DISC site because they did not pay invoice for new partner period
 - **Renewals update:**
 - Outstanding partnership renewal: Taylor & Francis (Naomi Barrett is current contact and emma.huck@tandf.co.uk was just added)
 - **New Adopting orgs:**
 - Work on criteria for adopting orgs before placing on website
 - **Pending Partnership:**

- American Psychiatric Association, Gold level – \$3,500 (complete)

- **New Members:**

- **Finance/budgeting update** (Gillian)

- Quarterly updates
- Create a new process about certain dollar amt. Requests

- **Action: Gillian and Vanesa**

- **Events, publications, other DEIA updates**

- DIAMAS (Developing Institutional Open Access Publishing Models to Advance Scholarly Communication) joint webinar.
Date to be decided - Sandra has volunteered to speak
- CALJ 2024

- In person conference June 24-28 (Montreal)

- Asking for a speaker: Charlotte can possibly go for one day to present on 6/26 or 6/27; Brit has also volunteered

- **Action: Alice to liaise with them both**

- Registration and some travel accommodations will be offered for interested parties

- Other updates

- **Strategic objectives update**

- Documentation plan
- Global South outreach/engagement: Create a subgroup for discussion to figure out a strategy– present something more concrete by July 2024–subgroup volunteers– Sarah, Melanie S., Peter, Alex, and Harrison

- **Action: Vanesa to schedule the initial meeting for this group**

- Next up: value prop and resource development work (volunteers needed to join both groups)
 - Leaders: Harrison and Brit - resource development (supported by Vanesa and Charlotte)
 - Leader: Rebecca+? - value proposition (supported by Bernie and Alice)

- Future conversation–bylaws for next year - a separate issue from documentation though under the same umbrella/area
- Working groups/committees update
 - Vanesa sent out email in collaboration with Patty--Reconstituting C4DISC Workgroup to Update Inclusive Language Guidelines–met with the group and updates in the document
- **Discussion:**
 - Guidelines/style guide for Toolkit launch - ALL PLEASE READ BEFORE THE MEETING IF POSSIBLE
 - **Action: all to provide comments by May 17**
 - Working Group suggestion for toolkit for professional communities
 - **Action: All to add comments to this working group decision doc for a new toolkit for professional communities by May 17**
 - Here is the this working group suggestion doc
 - Workplace Equity Project survey executive summary (see email from Melanie D on April 18) - ALL PLEASE READ BEFORE THE MEETING IF POSSIBLE
 - Ready to publish asap after Steering Committee meeting
 - Vote outcome– **vote was passed** from all voting Steering Committee members to publish
 - Reschedule May 27 Steering Committee meeting -US Memorial Day and SSP Annual Meeting
 - **Meeting moved to June 3 at 11am ET**
 - Honorarium draft:
 - **Action: All to review document by May 17**
 - <https://docs.google.com/document/d/103UaLaqUCsKAdzuqqkQnavfjUcax0xfMJ3sGp7AbxCQ/edit?usp=sharing>
 - Position evaluation and increase pay for Bernie and Vanesa’s roles (BERNIE AND VANESA TO RECUSE THEMSELVES)
 - **Vote to approve \$1000 increase each for Bernie and Vanesa passed**
 - **Action: Alice to update Bernie and Vanesa**

- **Action: Gillian to liaise with Kim re new payments from July 1**