

# 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

## 8/25/2025

- **Call for new convenor** for next year –TO DO for the group
  - Past convenor invited to sit in on meetings for continuity.
  - Melanie S. has volunteered but only as a backup plan, would prefer for a new person.
- **Urgent call for new treasurer** – to take over Gillian's duties since she will step down due to Atla's leaving C4DISC–TO DO for the group
  - We need a role description - Gillian will help Vanesa with role description and transition
  - Brit Stamey is willing to be the treasurer again if no one else volunteers.
- **Invoices** for next year
  - Any updates on progress or any more cancellations?--at the bottom of the page–
- **PubPub** We have until end Dec 2026 until they shut down. 16 months and we need to choose a successor.
  - Patty sent out a formal email of thanks for all their work and support of C4DISC. Patty has emailed Manifold and is awaiting their response. The sooner the better so the PubPub folks can help with the transition though they have limited staff helping.
  - Platform transitions **working group call** from steering committee–TO DO for the group

- **Potential web hosts:** If you have any other ideas, please list them here—ideally a stable platform that is not expensive, aligned with our philosophy
    - Fulcrum, traditional press
    - Zenodo, data repository
    - eScholarship, archival repository
    - Wordpress, current website solution (pdf/html)
    - Manifold (U Minnesota, non-profit) <https://manifoldapp.org/>
- Progress on toolkits
  - **Toolkit for Allies** - revision now underway by SSP DEI committee group (promotion discussed). Release comms plan to be created. Patty will introduce Bernie for comms plans. (Bernie)
  - Guidelines for Inclusive Language & Images - stalled but not forgotten (Mia)
  - PubPub working on posting translations for new **Focus toolkit**
  - **Toolkit for Disability Equity** - Bernie to send honoraria offer to working group members
    - Vanesa to send out honoraria info to Bernie—**TO DO for Vanesa**
- Community of Practice Survey Outcomes (SLIDES) (Bernie to update on plans post working group meeting)
  - Feedback: meeting twice for the month for those with timezone conflict. This will be a trial for a few meetings to see if there is more involvement and more inclusive for timezones. Will start this for a year (Sept. '25 -'26) and will report back.
  - Feedback: Make the registration process easier for people to join.
  - Feedback: Very N. American skewed and need more representation. Wish to widen and more promotions for inclusivity.
- Improved communication of C4DISC information (Bernie)
  - Updating of Member DEIA and Comms contacts - these are the contacts held. Please review your organisation and add or amend, shading your row once done. —**TO DO for the group**
  - Reminder: share C4DISC info to your members when you receive and amplify on socials
- Recruitment of **Communications and Outreach Committee**—**TO DO for the group**
  - Call went out and we have had 14 applications. It would be good to have one or two Steering Committee liaisons. It would be good if we can have a volunteer member Chair the group to help share the load.

- Paolo has volunteered to be a liaison but is not available until Oct. '25 Bernie will communicate with Paolo–**TO DO for Bernie**
  - Also will need a chair to lead the calls
  - Treasurer Report - End of fiscal year 2025 financials (Gillian)
    - Need to develop budget for next year, considerations
      - new platform for toolkits
      - honorarium for those updating toolkits
  - **INFORMATION:** Members 15 / Partners 26 / Adoptees 166
    - Renewals update: Kim has sent out Partner/Member invoices and Vanesa is tracking receipts of payment.
    - New Adopting orgs:
      - Cadernos de Linguística
      - Centre for South Asian Studies
      - Ali Institute of Research and Skill Development (AIRSD)
      - Journal of Political Studies
      - Passion Research Institute of Social Sciences (R)
    - New Members: Though we do not have any new members, I have sent out member/partner info to those who have adopted our statement of principles.
    - New Partners: Though we do not have any new partners, I have sent out member/partner info to those who have adopted our statement of principles.
    - Orgs. that are no longer involved as of FY26:
      - ASME
      - ATLA
      - National Communication Association
      - Origin Editorial, LLC
      - Emory University Libraries
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## **To be revisited later**

- End-of-year C4DISC feedback meeting plans (on an 18 month or annual schedule)
- Member and Partner practical case studies webinars and interviews
- Call for member and partner collaborative webinars
- Additional role (after Comms and Outreach committee bedded in)

- Idea: can we do outreach to potential member and partner orgs - maybe 1 or 2 per committee member.
- Website and Platform usage info (after Comms and Outreach committee bedded in)