

**Summary of the NDSA Leadership Group Regular Monthly Meeting**  
March 12, 2014

Roster

Jim Corridan  
Abbie Grotke  
Barrie Howard  
Butch Lazorchak  
Helen Tibbo  
Trevor Owens  
Micah Altman  
Abbey Potter

Erin Engle  
Kate Murray  
John Spencer  
Karen Cariani  
Cathy Hartman  
Andrea Goethals

ICONC report

Educopia received a grant from NDIIPP to review and make recommendations for the NDSA. There may be specific recommendations that the Leadership Group would like to address, and these should be discussed on next call when everyone has had a chance to read the document. Abbey Potter gave some background information on the report. Educopia was tasked with checking in on NDSA members to see how they were feeling about the organization, and scan digital preservation efforts in all 50 states to see where NDSA could make in-roads.

The meat of the report is in the appendices, and the Leadership Group should think about what parts of the report should be published, and who is the audience. There are 2 questions:

1. Are there specific recommendations we'd like to focus on?
2. How do we want to disseminate the report?

The Alliance values transparency, so we should share the report in some shape or form, and we should address some of the recommendations thoughtfully. Minor edits can be made before publication. What is the timeframe for reviewing the document? Everyone should be prepared to discuss for the next call.

How can the underlying data be made available? Is there an appropriate memory institution to provide a home and persistent identifier for the data? It's a best practice to be able to trace back information in reports to the underlying data, so we should do this.

In the NDSA-specific section, there were a number of recommendations worth looking at. Micah Altman will volunteer to take the history section. Andrea Goethals will look at the membership and activities sections, and lead the discussion on the activities section. Micah will lead the discussion on mission. John Spencer and Jim Corridan will lead the discussion on membership, and ask Meg Phillips to participate.

### Near term planning document

Abbey gave some background on the document, which is a roadmap to guide the activities of the Secretariat for the next year. It also informs the below agenda item of an NDSA communications officer, who will take on some tasks that aren't handled by the Outreach Working Group. The document very clearly addresses specific goals, and reveals a significant contribution by the Secretariat to the Alliance.

A placeholder for recommendations from the ICONC report was added to the document. There was a strong interest in making this document public, and providing an executive summary. There was some discussion about the NDSA having an education and training activity, and recruiting junior members and student chapters from:

- Library and information science departments and schools
- iSchools
- Computer science departments
- Other associated programs

The discussions on recruiting, recommendations from the ICONC report, and other planning led to a request for a strategic planning session around the *Digital Preservation 2014* meeting on either July 21 or 24.

### Data curation bootcamp

Barrie Howard introduced an idea for a two-day workshop to support the needs of social science researchers and stewards in the acquisition, curation, and preservation of social science data. Designed on the [Software Carpentry](#) bootcamp model for teaching basic software skills to researchers in STEM disciplines, the workshop would aim to teach best practices in data creation, management, and archiving to address issues at targeted stages of the digital life cycle to ensure the long-term access to social science data.

Does someone want to take ownership of this and write a proposal? ICPSR runs a five-day course on curating data, which is mostly for a library staff audience. It's also \$1,500. Maybe the bootcamp idea would offer something more focused, be a little shorter in length, and be tagged on the end of an NDSA regional meeting or special event. Micah can reach out to ICPSR to see if there's any interest. There also be funding opportunities to provide this kind of training program.

A music-related bootcamp would be welcome in Nashville, which would include people from the Country Music Hall of Fame, Nashville Public Library, Frist Center of the Arts, etc. BMS/Chace would be the lead on this.

### NDSA communications officer

The Secretariat has identified a need for a communications officer, and recommends Erin Engle. Among other duties, this position can communicate with external people about the NDSA. This will help the Secretariat clarify what the Library staff is responsible for in

supporting the Alliance, and may provide a conduit for the Working Groups to deliver a unified message. There was consensus that this is a good idea.

### Updates to the NDSA Web section

Erin gave some background on the project, and the test pages are now up for review. The main thrust was to improve navigation, and add some new content. Everyone is asked to please provide any feedback by Friday, March 14, at noon. After that the pages will go live.

#### *Action items:*

- Read the ICONC report & be prepared to discuss the recommendations on the next call  
– All
- Prepare to lead discussion on specific section of ICONC report – Micah, Jim, John, & Andrea (and possibly Meg)
- Doodle poll for whether 7/21 or 7/24 is better for the Leadership Group strategic planning session – Barrie
- Describe the role of the NDSA communications officer – Abbey & Erin