2017-08-15, 10AM Central

BlueJeans: https://bluejeans.com/683887423

Attendees: Dianna, Jessica, Ed, Courtney

Review Categories:

* Librarians (ie metadata use, re3data, train the trainers)
* Potential Partners (ie Offices of Research, research coordinators)
* High-level stakeholders (ie Faculty Senate)
* ~~Faculty, grad students and staff~~ Researchers

Review Action items from last meeting:

* Baylor content for [DMP tool in draft to edit (](https://drive.google.com/open?id=0B2KGjPaV8UqpcXltSGo5c1gtdFk)Dianna) (everyone edit/comment)
	+ Share examples - CM will suggest places
* Sort the [Resources doc](https://docs.google.com/document/d/18IYijNC_ILXfGWWmyTt25G162dZNcMi7sDLHSsAfqeA/edit?usp=sharing) into audiences and place into Resources folder (Courtney)
	+ CM needs to add links back to what we’ve collected
* Create [Resources folder](https://drive.google.com/drive/folders/0B0i4SySu4LyUbENYa08teTdXYVk?usp=sharing) in WG folder with a sub-folder for each audience (Jessica)
* Get resources you’ve created into the appropriate resources folder or linked in the main Resources document (ALL)

Discuss Video training

* [Video Training Planning](https://docs.google.com/document/d/1fsnKRbA2Bzn-yWdvY6YSJbPEbD-5fYAF7LIYAdRTfdk/edit?usp=sharing)
* ALL - Comment on what you’d like to have changed or added
* videos by Sept 1 (Courtney) (share text with group prior)

Update on Jessica and Colleen co-presentation at Texas Scholarworks and TDR - July 26th - part of ITS FYI

* Recording in Resources? <https://mediasite.aces.utexas.edu/UTMediasite/Play/7f7b6ce8f58c4cb4aabf47cc4e77fcf81d?catalog=ba201e67-9014-4e30-9d89-76eb74fab809>
* Several follow-on conversations, esp engineering

Update on Courtney and Jessica co-presentation on Data and Donuts

* In Shared Training Materials folder

Discuss Resources

* What to do now?
* Review the types of materials we’d like to make. Create folders for those types of items to work on them?
	+ Resources list and publish
		- TDR One-sheets (review)
	+ Videos - September 1 - need feedback ASAP from WG (all)
	+ Workshops -
		- Discipline-specific outreach
		- Create an out-of-the-box workshop to present on campus
			* Outlines/lesson plans/curriculum
		- In person meeting or TCDL
		- Put on October agenda
	+ Naming conventions
		- yyyymmdd\_Institution\_WhatItIs
		- 20160417\_TDL\_SamplePresentation.ppt
		- 20170502\_UT\_SampleFile.docx
		- CM will rename all the things
	+ Shared resources for Promotional Materials
		- Pooling budgets to get stickers, pens, logos, etc
		- Jessica adding Promotional Materials folder to Resources- CM adding to list

Feedback request from the Assessment Working Group re: [survey](https://docs.google.com/document/d/1e6YFMHHZlsL0YOnVAPWG77knkFEM66mH6PRshReFRqo/edit?usp=sharing) for TDR liasons

* Does this WG have questions to add to the survey?

Next meeting - 10AM September 25th