In-person TCDL meeting of the TDR Steering Committee (TDR SC)

Date: Tuesday, May 23 (pre-conference day)

Time: 2:45 - 4:00pm

Contact Info:

Invited:

Adam Townes (U of H)

\*Amanda Zerangue (TWU)

Michael Bolton (TAMU)

Christina Chan-Park (Baylor)

Courtney Mumma ( TDL)

Edward Warga (TAMUCC)

Jessica Trelogan (UT Austin)

*Laura Waugh (TDL) optional -*

Matthew McEniry (Texas Tech) -

Nerissa Lindsey (TAMIU)

*Santi Thompson (U of H) optional*

Paivi Rentz (Texas State) - in-person at TCDL, but prefer virtual for pre-conference day (Dianna Morganti can attend for pre-conference, prefer virtual)

Present: Adam, Amanda, Michael Bolton, Christina, Courtney, Ed, Jessica, Nerissa, Santi, Paivi, Dianna, Kristi Park

Apologies: Matt McEniry

Agenda:

1. Welcome and review agenda
2. Charter of TDR Steering Committee [Courtney]
	1. Purpose: language reviewed and approved by Steering Committee
	2. Membership: language reviewed, suggestion for mechanism to review and update the liaison role, in the event a new librarian takes over role; liaison librarian may not need not be named just description of role
	3. Duration: language reviewed and edited
	4. Activities, Duties, and Responsibilities: language reviewed, edits made to points 1, 2, and 9, open participation encouraged re: prioritization of needs
	5. Delegation of Authority: language reviewed, edited, discussion and suggestion not to include roadmap language in the list of examples
	6. Chairperson: discussion of what “administer” means in this document. Community member will become the chairperson, chair-elect, with duration added. Committee vote resulted in one year duration for chair. Should the chair be a volunteer? Round-robin? Chair/vice-chair selected at annual TDR meeting. Chair volunteer by July 1 or September 1? Recommendation to think about quorum.
	7. Committee Procedures: please look at this portion prior to the next Committee meeting
3. Roadmapping [Courtney]
	1. Steering Committee decided initial priorities:
		1. First priority: training for researchers as a form of outreach
		2. Second priority: assessment methodology/tools

 b. Discussion of “Support for different use cases,” what specific use cases are at different institutions, how to prioritize use cases

1. ~~Internal communications and sharing materials~~
	1. ~~Review of Basecamp, Slack and OSF [Anna]~~
2. Training curriculum?