Attendees:

Dianna Morganti

Jessica Trelogan

Ed Warga

Apologies:

Matthew McEniry

Santi Thompson

**Notes from last meeting, need updated:**

Review [priorities](https://docs.google.com/document/d/1IjGdQOZYenbXENBM8sZ7hOfKap3RGsmWm9Z31NrXb8g/edit) set at TCDL - are these the items we want to send to the SC?

Make our closure plan for this working group, and hand-off to SC

TASK: Dianna to draft this as a document, and group to refine together before next SC meeting.

* What have been our goals?
* What have we accomplished?
* What’s left to do before we close?
* What will greater SC (and/or working groups in it) take over?
* <https://docs.google.com/document/d/1jCZzO8U5Vgyrz5CqaGiqjmhhN0wq1_aEQpduJAlYxXs/edit?usp=sharing>

Add to SC agenda:

* Plan a Walk-through of confluence - SC needs to make a plan to shutter
* Result of above priority exercise

Items from the Roadmap:

## Training researchers

* Develop training curriculum (data sharing generally and dataverse-specific)\*
* Share resources/slides/experiences\*
  + Completed, but needs to be discussed in SC
* Create research guide for reuse by TDR institutional members
  + Place where we link to the member ones in the same way as we have resources
  + Just another heading
  + TASK: Need to get these links from all our members
* Create discipline-specific guidance and templates
  + Originally talking about guidance on serving the broader disciplines
  + Has this dropped off as a priority?
  + Recommend that the DMP training we’re doing will replace this, since they have tools that are specific to funders.
    - Ed and Jessica worked on DMP tool guidance document

## Training librarians

* Dataverse training to develop expertise\*
* Good data sharing practices and issues that may arise, e.g. rights issues, privacy and restricted data, proper citation.\*
* Develop training curriculum
  + Workshops
    - Does the resource section count for this?
    - Webinar series
    - Include a train-the-trainer type session as part of the webinar series
      * Ex: Letting STEM or other librarians actually deposit into the training dataverse (talk to TDL first)
  + Videos\*
  + Open forum for discussion and questions TBD e.g. Slack, Google groups.\*

## Compile tools and marketing materials for users

* Collect links to member's existing resources\*
* Put resources in an open and accessible location\*
* Create mechanism for member feedback and submission
  + ?? We’re not entirely sure what this means anymore
  + Perhaps the Steering Committee mailing list counts for this.
* Compile plans for early-adopter thank you/welcome messages
  + A “Welcome to TDR, thank you for your deposit” type gift/message?
  + Put together a list of ideas for outreach
* Strategies for intra-campus partnerships (e.g. with grant networks, sponsored projects
  + Webinar idea
* Connect funder requirements with the TDR service. Create language regarding the TDR services to use in data management plans (and for DMPTool templates)\*

Our phase-out plan:

For Needs Assessment:

* Create a working group from the greater Steering Committee

Webinar Series:

* Something for the greater group

**Please update the TDR Steering Committee Agenda with results of this meeting.**