Monthly meeting of the TDR Steering Committee (TDR SC)

Date: Wednesday, January 31

Time: 11AM - 12PM

Contact Info:

Web conference: <https://bluejeans.com/489628506>

Phone: Dial one of the following numbers:

* +1.408.740.7256 (United States)
* +1.408.317.9253 (Alternate number)
* Meeting ID: 489628506

Invited:

Anna Dabrowski (TAMU) - Vice-Chair

\*Christina Chan-Park (Baylor) here

Courtney Mumma (TDL) here

Dianna Morganti (Texas State) here

Ed Warga (TAMUCC) here

Jessica Trelogan (UT Austin) - Chair here

Laura Waugh (Texas State) here

Matthew McEniry (Texas Tech) here

Nerissa Lindsey (TAMIU)

Peace Williamson (UTA) (pilot)

Amanda Zerangue (TWU) here

Santi Thompson (U of H) here

\*indicates designated note taker

Apologies:

Adam Townes changing positions so Santi thompson will be replacing him for now

Agenda:

1. Welcome and review agenda
2. Working groups reports
	1. Assessment

 Planning next meeting, will start meeting every 2 months, working on going through survey data

* 1. Training and Outreach
		1. Is anyone opposed to TDR docs sharing links to libguides/web guides to rsch data management? (with attribution)

 5 videos recorded and are being edited (thanks to Anna and TAMU) to be released end of February

* + 1. Pens ready - need [addresses](https://docs.google.com/spreadsheets/d/1-8aisnEOVvnk-JQh8InhJHyy6qoiCoqN_b0awF1fZSU/edit?usp=sharing) (shipping tab) (CM)
		2. Flyers also in confluence <https://texasdigitallibrary.atlassian.net/wiki/spaces/TDRUD/overview>
			1. Flyers link: [https://texasdigitallibrary.atlassian.net/wiki/spaces/TDRUD/pages/216072205/Flyers+and+Posters](https://texasdigitallibrary.atlassian.net/wiki/spaces/TDRUD/pages/216072205/Flyers%2Band%2BPosters)
		3. Repositories story booth at TCDL
	1. Outreach Successes and Idea Sharing - Webinar planning (Dianna)

An idea being tossed around. Storybooth may feed into this. Might be good for the community. Maybe either record TDL panel or just redo the panel on a webinar. Courtney will follow up and send out email.

* 1. Digital Preservation Statement (Ed)

Compiled what he found, but “boilerplate” language always has its caveats

* + 1. See working document: <https://docs.google.com/document/d/1JEtrosxb3Wn9DNnYwN9nCwKRzaiuN5U6lRaapizhvTA/edit?usp=sharing>
		2. Harvard Dataverse offers: NSF samples for a Checklist for Data Management Plan and a Template for Data Management Plan -- <https://dataverse.org/best-practices/data-management>. This template is useful because it shows what Harvard Dataverse offers - however, does not line up 1 for 1 with TDR offerings.
		3. We also have some local DMP templates [https://texasdigitallibrary.atlassian.net/wiki/spaces/TDRUD/pages/216039493/DMP+Tool+Templates](https://texasdigitallibrary.atlassian.net/wiki/spaces/TDRUD/pages/216039493/DMP%2BTool%2BTemplates)

 Suggestion to add more “boilerplate” language for other parts of DMPs. Working group will work on this.

* 1. Potential new Documentation and Local Policy WG

 Tabled until new documentation site is up

 Jessica suggests we should discuss accessibility policies

* 1. Migration of data into Confluence from the old site by the Training and Outreach WG. Work in Progress.

 In progress. A lot of work. We will review before it goes live.

1. Dataverse Community update (Courtney)
	* 1. <https://dataverse.org/goals-roadmap-and-releases>

No update until March which will include 3 little updates

DOIs will be available for files in addition to datasets

Still working on getting large files. Harvard was able to get up to a 4G file but not consistent.

* + 1. Share new [reports](https://github.com/TexasDigitalLibrary/dataverse-reports) with TDR SC - see samples in [folder](https://drive.google.com/open?id=1tWttqyKMOMs5cT7zUS7jHFqx6SlOpqnH)

 People excited about the new reports; for individual institutions and cumulative; need feedback about timing (decided on twice a month); can be used to track all dataverses in our institutions until we get automatically added as admins

* + 1. Dataverse Community Meeting 2018, Harvard, June 13-15
1. Status of liability draft statement for review (Christina)

-She thinks basically we’re safe. Looked at this from TDL; researcher; and institution perspectives. Researcher is responsible for most things. People who use the data are responsible for their own use (per usage agreement). ~~One typo: hey instead of they…~~

1. Tips/tricks/wobbles.
	1. Restricting data [issue](https://github.com/IQSS/dataverse/issues/4444) (requires requestor to log in)

Jessica found this. Anybody else have researchers run into this? Should send an email to the researcher (not the liaison) requesting without having to login

* 1. No link text on the help for a ticket.

Didn’t want users sending TDR questions rather than contacting the liaisons. Liaisons can send to tdr help, but discourage users unless it’s something big like the site is down.

C. People can remove themselves as administrators (so there is no administrator)

D. For workshops, using training dataverse unless you are purposely signing people up. Warn Courtney if you are using the training dataverse.

1. Questions, comments and thoughts from Everyone!
	1. Please turn in TDR SLAs (CM)
	2. Accessibility statement?
	3. TCDL Panel submitted
2. Confirmation of next meeting Wed Feb 28