

Scholarly Commons Steering Committee Meeting

January 19, 2016

Participants: Bianca, Maryann, Chris, Stephanie, Jeroen, Ian, Cassie

Regrets: Robin

AGENDA

1. Finalize [Invitation List](#)
 - a. Alexander Garcia Castro and Tim Clark both accepted the invitation
 - i. **Action:** Maryann will update Tim's demographics on the spreadsheet
 - b. **Action:** Maryann will invite someone from Helmsley to the workshop
 - c. Citizen Science attendees?
 - i. Maryann spoke to Leslie Chan and he said he has citizen scientist networks he's in touch with
 - ii. Bianca will discuss this with Robin first and if there are no suggestions, we can contact someone from Leslie Chan's group
 - d. We are sending the rooming list to the hotel today
2. Review Workshop Program and Logistics:
 - a. Program draft
https://docs.google.com/document/d/1eRBbeQwFv9X7OHw_FaZ5xvyuVSyrUNx0RV4V0aCGYk4/edit#heading=h.n5375dc6rcwc
 - i. Should we still sign up for sessions?
 1. Since we are pursuing facilitators now, we can hold off on this. But we can choose sessions that we are closely aligned to.
 - b. [Registration form](#) (please fill out!)
 - c. Update on facilitation and (real time) visualization during workshop - Jeroen/Bianca (see this [sheet with options to fulfill our facilitation/visualization needs](#)) + email sent 20160119)
 - i. **Action:** Schedule a call with YKON (as a facilitator) and send call details to the Committee in case someone would like to join the call
 1. Regarding funding, we can reallocate funds for this workshop but we just need to have permission from Helmsley first
 - a. We do have some flexibility in the budget, but we can't commit to either vendor unless we have approval from Helmsley (requires rewriting the budget and submitting it to them)
 - i. Will need to know if we are taking money out of developer budget (currently listed as an employee but should change to subcontract
 2. **Action:** The committee should review the proposals to ensure we are all in agreement before committing to them
 - a. We should also ask them for references

3. Working Group Webpage Update: Scheduling a conference call with broader group
 - a. Start thinking about a date, place and invitee list for workshop #2.
 - b. Invite to join this call in a couple of weeks
 - i. The commons doesn't need to be rigidly defined but it would be beneficial if people consider it beforehand (e.g., the idea of a commons, who the practitioners/stakeholders are, etc.)

4. Working Group Webpage Update
 - a. Scholarly Commons logo - Chris Chapman ([branding thoughts](#))
 - i. Chris has begun drafting designs with three concepts that he is trying to employ
 1. Idea revolving around knowledge, idea of knowledge spiral that comes from organizational learning, idea of Thomas Jefferson's quote regarding a swing
 2. Will have something to send to group in a few days
 - b. Add demographic info, think about when to share invitee list
 - i. **Action:** Stephanie will add the invitee list on the website this week (will only include name and affiliation – no arrival/departure date)
 - c. **Action:** Add Chris's piece about the commons as a blog post
 - i. Might be a better idea to post it as a Google Doc and open for community comment
 - ii. **Action:** Chris will respond to Thomas Mboa's comment regarding the commons

5. Review Action Items from previous meetings:
https://docs.google.com/spreadsheets/d/1DpER9RHHsxFos84vvNyUD9efS1XRHVWKapM_YLE9Pg/edit?usp=sharing