FORCE11 - DCIP Executive Meeting
January 20, 2016 08:00 AM Pacific Time

In Attendance: Stephanie, Tim, Chun-Nan, Joan, Maryann, Carole, Jeff, Cassie
Regrets: Martin

WORKSHOP FOLDER:
https://docs.google.com/document/d/1irSqkaHBayRqkGXmS8LkEvpSidOEx1QM4AcNW7o2ta4/edit?usp=sharing

AGENDA

1. Finalize workshop agenda/program (see Planning for the Face-to-Face doc)
   a. Workshop agenda:
      https://docs.google.com/document/d/1zm8043c3gMFB8Me0Puus9z1sLq0V5aHvSALfMhqGc04/edit?usp=sharing
   b. Tim’s Doc:
      https://docs.google.com/document/d/1irSqkaHBayRqkGXmS8LkEvpSidOEx1QM4AcNW7o2ta4/edit?usp=sharing
      i. Not everyone who attends the workshop will be on the same page. It would be good to begin with an introduction to the pilot and review of the JDDCP
      ii. We don’t want a long series of presentations; we want ask participants to do something and hear where their pain points are – the original agenda minimized formal presentations
         1. We could instead give a brief introduction/overview and then ask early adopters to present on their progress and issues
            a. We need to be careful how we ask people to adopt our practices – don’t come off as dictatorial, ask for interaction
         2. We could send a note to all of the workshop participants asking what they expect from the workshop
            a. Ask what is their familiarity with the principles; assess their level of readiness
            b. Action: send a quick survey to participants – we can set up a Google Form
            c. Action: create a mailing list for workshop attendees
      iii. Add a focus on repositories – Trustworthy Archival Repositories
         1. Publishers need to know what a reliable repository is
      iv. Monitoring publisher and repository progress – add to agenda
      v. Could we allow select presenters to present virtually? Julie McMurry said she could not attend but she can present virtually
         1. Action: Stephanie will check with the hotel to see if this is a possibility
         2. Action: inform chosen presenters that they’ll be presenting
vi. **Action:** schedule a working meeting to finalize agenda – meet both days
   1. Thursday (1 hour) at 10 am
   2. Friday (1-2 hours) at 9 am


< Meeting adjourned >

2. DCIP Project - **Member** Communication

3. Review workshop list [invitation list](#)
   a. NIH Attendees - Jeff is inviting them
   b. Hotel is booked
   c. [Registration form](#) (Maryann, Jeff, Carole please complete)
   d. Is anyone from RDA data citation working group invited to workshop?

DCIP Action Items: [https://docs.google.com/spreadsheets/d/1LfkcAg34gvC5Su_4cM9dH-8pCYi6wGNyWSw58ao7mIc/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1LfkcAg34gvC5Su_4cM9dH-8pCYi6wGNyWSw58ao7mIc/edit?usp=sharing)