OASIS+ modules meeting 3\_12 Oct 23\_minutes

*Apologies: Tim Evans*

*Present: Anwen Cooper, Ruth Pelling, Fay Worley, Matty Holmes, Elizabeth Pearson, Tina Roushannafas, Wendy Smith, Polydora Baker, Lorrain Higbee, Gill Campbell, Edward Treasure, Dana Challinor, Jo Gilham, Michael Wallace and Emily Johnson*

## Feedback on/lessons learnt from OASIS V training (Ruth and Tina) (10 mins)

* **WS**: Training gave insight to time that would be taken to enter data- so would be useful to have a pro-forma that is included as an appendix to every report and so that specialists know at outset what is required.
* This option was favoured by a number of people including **EJ, FW** and **LP** and **MH**
* **MH**: a standardised form would be useful for freelancers to submit to the unit with their report- and it’s good that there is flexibility to update records at later stage
* **TR/RP**: Good to get feedback on people's thoughts on potential search options for- generally people want a search interface embedded within ADS
* There are still places available for the next OASIS V training for environmental specialists (**afternoon of 20th October - see previous working group emails**)

## Progress with GitHub discussions for plant module (Ruth and Tina) (10 mins)

* **RP:** presented update on discussed fields, including those that have been ruled out, those that require further discussion and those broadly agreed
* **JG:** asked a question regarding taxa lists - suggested that searching on large free-text fields is likely to be problematic e.g. due to spelling variations etc. She would advise on using controlled lists.
* She also raised the possibility of developing a script that automates the transformation of variations/misspellings into standard terms
* **MW:** queried this, on basis that commonly used search algorithms could overcome this
* Underlined that the two hardest questions are quantification and taxa. Proposes using a ubiquity score rather than a (potentially arbitrary) numeric range which means having to do some degree of counting even when only assessing- i.e. you state the number of samples a taxa/category appears in. Had previously suggested option of DAFOR score (Dominant, abundant, frequent, occasional, rare) but suggests this could be too subjective (although this option favoured by **RP**).
* **WS**: commented that for analysis reasons it’s better to link a scale to a specific numeric value
* **All:** Agreed that this important discussion needs to be addressed again either on GitHub or in a separate online archaeobotanists meeting

## Progress with GitHub discussions for animal module (Fay and Poly) (10 mins)

* **PB:** presented update on discussed/resolved/unresolved fields. Stressed that expressions of both agreement and disagreement are good!
* Asked for comments on (a) current approach to GitHub discussions (thinking through a solution to a field and then asking for feedback)
* **LH:** commented that the more focussed nature of online questions has helped move things on more quickly and the ability to just agree/disagree via reactions is helpful when time is limited
* **AC:** asked if people are willing to do extra meetings online within specialisms - consensus was yes

## 4. Joint themes and feedback on updated mockup and overall progress (Tina, Poly and Fay) (15 mins)

* **TR:** gave run-though of updated form mockup and shared a list of fields that should be resolved jointly/could be fixed swiftly/easily and opened for comment
* **PB:** noted that they envisioned the multiple taxa to remain visible once selected
* **JG:** noted that there are a couple of options to achieve this - either a multi-selection where you can see the first 3-5 selected, or individual select-and-save - but yes, theoretically possible
* **RP**: questioned whether taxa lists for less complicated groups - cereals, fruits and nuts- i.e. a quick tick box - would be possible - and whether we need to adapt fields for different types of preservation
* **FW**: noted that while the work of creating a full animal taxa list is reasonably substantial, the range of species encountered in practice is actually quite narrow - so if presented sensibly (ie most commonly used taxa at top of dropdown list), this shouldn’t be too onerous to select
* Also mentioned that they would like to include ‘behind the scenes’ associated data to taxa in the look-up i.e. scientific names, GBIF links etc., associated habitat info (something we are doing in the ‘Rewilding’ project database)
* **JG:** noted that physical and digital archive locations, and info on relevant research frameworks are already included in the main OASIS V site record - this information should be added to main form - possibly could link to an enviro-specific data/archive location within the module once added to main record (you can add multiple links/locations)
* **AC:** need to clearly delineate for unit archivists in specialist proforma info to be added in main form (e.g. relevant enviro research framework) vs info to be added in OASIS+ module (e.g. taxa)
* **RP:** asked if we can add to vocab lists (e.g. for scientific analyses) at later date as new methods emerge
* **JG**: yes - this is possible. Also possible to update records at later date but mechanism for how this feeds into search interface/database needs to be considered
* **WS:** sent an additional comment via email regarding specialist details: noted that multiple specialists may work on the same assemblage over time so need to be able to include this. Also, if contact details are included these would need to be updatable (possibly centrally) for when people leave organisations or retire (**AC:** could using ORCIDs help here?)

## 5. OASIS+ management board feedback (Anwen) (5 mins)

* **AC:** noted positive response to ‘Rewilding’ project presentation on OASIS+ module development at ADS OASIS management board meeting on 11 Oct 23
* meeting also included a discussion about (a) streamlining OASIS entry and (b) increasing researcher/specialist interest in accessing OASIS information - likely to be relevant to our module

## 6/7 15 December OASIS+ workshop and moving on (Anwen) (10 mins)

* **AC:** aim to get first draft of the OASIS+ module/form prepared by the 15 December meeting
* Asked for suggestions for people to invite beyond enviro specialists e.g. OASIS management board rep, ALGAO rep(s), and unit archivists
* **RP:** suggested inviting someone from HE internal OASIS team
* **PB:** sent follow up email suggesting inviting academics/PhD involved in national/international research projects
* asked if invites to extra online meetings should be extended to whole group - consensus was no - restrict extra meetings about taxa/quantification to within specialisms
* A doodle poll will be sent round for the next meeting (suggested to take place in roughly a month).

**Action points:**

**RP:** circulate MSDS Heritage feedback on specialist OASIS V training sessions after 20 Oct session

**RP/TR/ FW/PB:** Set upseparate archaeobot/zooarch online meetings (one each) to discuss AND resolve the knotty topics of taxa and quantification

**TR:** doodle poll for next meeting

**All:** please continue really helpful input in GitHub discussions and online sessions and pass on 15 December workshop invite suggestions to Anwen and/or Tina