**AGENDA FOR THE FIRST CREATIVE COMMONS AUSTRALIA CHAPTER MEETING**

**When:**

Tuesday 29 May 2018 from 11:00am - 12:00pm

**Attendees:**

Baden Appleyard

Cat Wattiaux

Delia Browne

Elliott Bledisloe

Jessica Coates

Jessica Stevens

Margaret Warren

Nerida Quatermass;

Nic Suzor;

Paula Callan;

Tom Cochrane;

Ginny Barbour;

Adrian Stagg;

Prodip Roy;

Rocco

Lisa Swilita

**Welcome:**

Nic Suzor (Nic) provides a welcome, introduction and brief background to CC and the establishment of the CC Chapter. He thanks all participants for joining the meeting and for taking the time and interest in CC AU’s Chapter.

Nic provides an overview of the following:

1.     Review agenda

2.     Introductions, roll call (identify and document who is present, what their interests are);

3.     Designate a note taker - *Jessica Stevens to take notes*.

4.     Review highlights of the [Strategy](https://github.com/creativecommons/global-network-strategy/blob/master/GlobalNetworkStrategy-Final.md), [Charter](https://creativecommons.org/network/charter/), [Chapter Guidelines](https://github.com/creativecommons/global-network-strategy/blob/master/docs/chapters-standards.md), and Codes of Conduct;

5.     Election of Representatives:

Brief introductions -

Nic - Ass/Prof - Previously Affiliate of CC at QUT

Jessica Stev- Research Candidate at QUT

Nerida - UCO history of working on CC projects

Adrian - OER higher ed at USQ

Paula- SCholarly COmms at QUT, QUT ePrints - journal service under OA

Ginny - AOASG - background in journal publishing (PLOS), AOASG past three year

Tom - Involved with CC from the beginning in Aus, continues to be involved as adjunct prof at QUT.

Prodip - RMIT library adviser (repository), involved in libraries for past 12 years. Promotes OA through CC in Aus and wants to be involved with the activities.

Rocco and Lisa: work for national copyright unit department of ed. Provide policy for K-12 across Australia (schools), policy support and active in law reform and education.

Jess C:  ADA and Australian Libraries Copyright Committee - background working on CC in the early days. Copyright policy work for sectors - a lot of advocacy and training and in terms of CC both orgs are supportive of CC and keen to work in the space. The ALC runs workshops in across Aus.

Delia: National copyright unit - K-12 involved with CC since 2005. One of the leads of CC Au. With Nic was involved with developing the new network. Promoting CC and Open Ed.

Baden: Long interest in CC - moving forward after some big changes.

Elliott: works with Jess C at ADA and Aus libraries. Worked at CC AU previously.

Catherine: USQ copyright manager Open inform\_ed.

John: no response from John.

Terri: no response

Brooklyn: no response

Henry: no response

Jonah: no response

Greg Hughes: Removed - due to inappropriate content.

Please send bio outlining activities and interests of people so this can be circulated - **follow up item for next meeting/ Slack.**

Nic provides an overview of the network strategy and how this transition occurred. Many people thinking about how this can be broadened and established. Wanted to move past the easy wins from the first implementation plans and towards something which reaches people who aren’t already interested in CC.

Done away with the memorandum of understanding - this was rigid and binding which restricted us from reaching more people. There is great opportunity to grow the network much more beyond the teams that have historically been in the network.

Chapters: separate to becoming network members. Agreed to abide by the code of conduct

and want to work on some of the issue we have in Australia. We are the first chapter meeting globally. This means we are excited but also we don’t have much guidance to base our meeting off.

Happy to see new faces - excited to kickstart the new chapter. Actively grow the participants.

Follow up with people about what they are most interested in taking on. Only works on volunteers of individuals and orgs. We want to find out what people are interested in, and try to work out as a group how we can work together to progress these interests.

Delia: Outlines the platforms which people can join and be apart of:

1. Open Education Platform;
2. Copyright Reform Platform;
3. GLAM Platform; and
4. Community Development.

You don’t have to be a part of these but certainly if people are interested to get involved this is a good idea.

Jess Coates: feedback from GLAM institutions. Generally, based on the letter sent around ( a letter was sent inviting GLAM institutions to be involved in the Chapter), and on the information on the CC website people aren’t sure of level of commitment required to be a member etc. We should clarify what options are open to people and what levels of commitment are required for each option - Tom and Nerida are following this up.

Nic: challenges - how do we engage people who don’t have a lot of time but want to participate. We need to assign someone the role of outreach and working with people who want to be involved.

We have two things that we need to achieve today - the elections of the two roles below:

5.1.  **Chapter Lead:** The CC Chapter Lead or Coordinator is the responsible person for coordinating and communicating on behalf of the CC Chapter regarding its activities. This person will be the main point of contact for the group of volunteers working in that country. The Coordinator will be selected via processes established by the members of the Chapter and consistent with the [Chapter Guidelines](https://github.com/creativecommons/global-network-strategy/blob/master/docs/chapters-guidelines.md). They are selected for a period, likely 1 or 2 years, to be determined by the GNC at a later date.

A Chapter Lead or Coordinator should:

·    Lead the coordination and management of the Chapter, both in terms of governance and activities;

·    Serve as the main point of contact for CC HQ, maintaining regular lines of communication and responding to inquiries of HQ within a reasonable period of time.

Nic calls for nominations for the CC Chapter Lead.

Delia puts Nic’s name forward as a person based on his history and understanding of CC for the period of 2 years. This nomination was supported by and a vote was called. Outcome: agreed and carried.

5.2.  **Global Network Council Representative:** The Global Network Council (“GNC”) Representative is an individual who serves as representative of the CC Chapter on the Global Network Council. This individual must be an Individual Member of the CC Global Network and a participant in the CC Chapter. This individual is elected via processes established by the Chapter and consistent with the [Chapter Guidelines](https://github.com/creativecommons/global-network-strategy/blob/master/docs/chapters-guidelines.md). They are elected for a period, likely 1 or 2 years, to be determined at a later date.

The GNC Representative plays a strategic role on the CC Network structure, and his/her primary responsibilities are:

·    Actively participate in the international structure of the CC Network, attending to the GNC meetings providing insights and feedback to the development of the network and its objectives.

·    Regularly report on Chapter accomplishments and activities to the GNC.

Global Network Council - core functions will be given to the council regarding decisions about where it invests its resources and helps the chapters and platforms. Will have a role in resolving disputes, vouching on membership

Delia and Nic are currently on the council approving all and sundry but once the GNC are established, these roles will be finalised and the GNC reps will take over this role.

Delia and Nic to be able to provide advice and consultation.

Nic nominates Jess S - this nomination was supported. Outcome: Jessica to accept nomination, voted and carried.

6.   Discuss work of the Chapter,  role allocation and identify substantive areas of interest:

**Role allocation**

People who may want to put their names forward to take a leading role - affiliates were doing these roles but we now can think about people who might want to take on these discrete roles.

|  |  |
| --- | --- |
| **Function / role** | **Person(s)** |
| Chapter lead: coordination of Chapter activities | Nic Suzor |
| GNC representative: liaison with Global Network Council | Jessica Stevens |
| Website maintenance (technical) | \*\*\* |
| Website content (static info) |  |
| Website content (blogs & updates) | Comms plan manager: Adrian  Elliott to assist with the setting up of this plan (strategic plan).  Blogs to be provided by each sector:  Delia on CR reform  Jess Coates (GLAM)  Promoting CC certificates (as a project?) becoming trainers. |
| Enquiries email coordinator (info@creativecommons.org.au) | Currently Nerida provides answers - but continue to forward the specific queries to individuals with expertise. |
| Enquiries email substantive responsibilities (per sector) |  |
| Lead responsibility for Open Ed (K-12) |  |
| Lead responsibility for Open Ed (Tertiary) |  |
| Lead responsibility for Scholarly Comms |  |
| Lead responsibility for GLAM |  |
| Lead responsibility for creative sector |  |
| Lead responsibility for public sector information |  |
| Lead responsibility for new membership and volunteer coordination |  |

\*\*\* If we do not have anyone who can take on this role we will shift to a centrally managed (by HQ). There are some disadvantages to this mainly our domain name will change and we may risk losing the links that are currently associated. We won’t lose control of the content.

At this stage there isn’t anyone who can take on this role - this means we will have to have the site centrally managed.

Central document - comms plan in github or google doc. There is a space for ad hoc and also strategic comms planning - Follow up- Adrian to take a lead on this but others to assist in this.

We want our advice and messaging to be streamline and to assist with this perhaps table on slack for people to coordinate discrete subject areas (self allocate). Lightweight governance structure - follow up topic for next meeting.

Self allocated interest in leadership roles to be discussed on Slack/follow up at next meeting.

Some suggestions in comments section:

Jess Coates - GLAM

Delia (NCU) - OER (K-12)

Elliott - Arts and culture

Prodip - Open Ed

7.     Chapter processes and coordination;

8.     Communication and coordination:

**Communication and coordination**

* Proposal: all documentation on CC GitHub repository
* Comms: Mailing list? Slack Channel
* External: Mailing list?
* Logo - *follow up item to submit to CC GNC*.
* We need to find a way for all of us to communicate but we need to progress our discussions as openly as possible. Nic’s suggestion is the CC Slack channel - create an Australian sub channel.
* Reasoning - primary way for people to communicate with the platforms and other ppl in the GN. Interpersonal communications (outside of meetings).
* Github as a place to put our work and documentation - we will send these links out to all country participants.
* Ginny- how do we authenticate people?
* Nic- this is an issue with making things as open as possible - we risk spammers etc.
* Ginny- perhaps some level of authentication?
* Delia- the point of the new network “you need to have some skin in the game”. Not all people will be members straight away but will progress to this once people know who you are. We have people who aren’t our friends (anti copyright reform and activists). We need to be a little careful. Even though you might not be a member yet, once you get established people can vouch for you in the community. Is encouraging people to get to know people in the network and community so that people know your work enough to vouch for you.
* Ginny - public repository - will everything be there.
* Nic- we have committed to making our content open but there may be instances of sensitivity where this may not already happen.
* Jess C- orientation meeting for slack and github - someone who knows what they are doing to spend 30 mins with people to discuss. - Nerida has volunteered to assist with this.

9.  Current and proposed projects - follow up item to complete this table

**List of current and proposed projects**

Ask people on Slack what they are working on and what they might be interested in.

|  |  |
| --- | --- |
| **Project** | **Person** |
| Rights reversion | [ unallocated ] Elliot interested (?) |
| Research: open textbook publishing models | Jessica Stevens |
| Research: measuring impact of open publishing | Nicolas Suzor |
| GDPR compliance |  |
| … |  |
|  |  |
|  |  |

10. Future meetings

* discuss next meeting - doodle poll? Zoom/ in person?

Multiple times per year (2 or 3) - perhaps in initial start up phase have more frequently until established.

Bi-monthly - delia’s suggestion

Arrange a meeting in 6 weeks to touch base and update.