“Endings” partial team meeting

8 April 2016

Present: Arneil, Carlin, Czaykowska-Higgins, Grove-White, Holmes, Newton

Preliminary, first meeting since obtaining the grant!

**Case studies, status at present**

Among our four case studies, basic types at the moment are:

a) projects (just about) ready to walk away from (Graves);

b) projects in the process of being archived but still live until the end point within the next year or so (*Mariage*);

c) projects preparing to enter the archival process (Moses, MoEML).

**Budget**

The cuts in the budget proposed by the SSHRC Committee (around $90K) dig into our RA budget for Years 1 and 2:

Year 1 - $29,734

Year 2 - $29,732

Year 3 - $65,062

Year 4 - $59,848

Year 5 - $7,005

See in contrast the Budget Justification we submitted (attached).

Elizabeth and Claire will forego RAs for this year. For summer 2017, we can all consider Mitacs and gov’t funded summer co-op. Elizabeth will look into the latter.

The result is that we can give **approximately** $15K to Ewa and to Janelle for RAs in Year 1. (We also owe the University at least $2,100 for HCMC services, and a bit for workstation use.)

Claire checked with Research Services on April 8 to verify our belief that we can run a deficit in Year 1, spending some of the monies allocated for Years 2-5, and she has asked whether or not Year 1 corresponds to fiscal 2016 (April 1 2016-March 31 2017). No answer as of the morning of April 12.

Claire will arrange for signature authority for RA timesheets for HCMC trio.

Our account will not be set up until Ewa can secure approval from the Human Research Ethics Board for her project.

**Knowledge mobilization/dissemination**:

Elizabeth is in touch with Susan Schreibman (Maynooth) re the survey the developed for *Digital Archiving in Ireland.* HREB approval will be necessary once we have the survey ready to go. Elizabeth will work on this. The Library should be able to help with contacting memory institutions. (The survey is attached.)

Our scale, at least for Year 1, will be Canada. Publicizing results may lead to broadening our study to U.S., Europe.

Professional Writing students could be involved in our survey/white papers. There is a Law student who may be available to work on a white paper on copyright issues, for example. The audience for white papers needs to be considered carefully as we decide on outlets.

An essential point of dissemination: publication on our project website/repository. Discussion will continue on the platform we will use to disseminate early/ongoing results.

We can begin working on the tool kits for Graves and Mariage in Year 2, and propose conference papers. By the end of Year 2 we will no longer alter these sites.

A coherent social media strategy will be necessary from the outset.

**Role of the Library**

Archive.org as repository: Martin is already collaborating with the Library (harvest, use of Wayback machine).

Search engine flexibility is an ongoing challenge.

The evolving nature and role of UVic’s repository will have to be considered.

The Library’s involvement in our survey needs to be defined.

How can their communication with other libraries serve the project goals?

How should we handle copyright issues, when they arise?

**Action item for the April 21 meeting**

On-going work of the team should be displayed where, how?

Github?

Trello?

Subversion?