

# June 20, DSpace 7 Outreach Agenda/notes

- Carol Minton Morris (chair, DuraSpace)
  - Bram Luyten (Atmire) (may occasionally sit in)
- Mariya Maistrovskaya (University of Toronto)
- Felicity Dykas (University of Missouri)
- Jose Carvalho (University of Minho)
- Nelson Torres (University of Minho)
- Tom Hutchinson <thutchi1@swarthmore.edu>
- Sarah Molloy (Queen Mary University of London)
- Agustina Martinez-Garcia
- Arthur Smith
- Tim Donohue
- Susanna Mornati (4Science)
- ~~Michelle Monicelli~~, (DuraSpace) apologies
- Lieven Droogmans (Atmire)
- Claudio Cortese (4Science)

## Meeting Details

- June 20 at 11:00 AM ET on <https://duraspace.zoom.us/my/dspace>

## Goals

- Convening efforts to reach out and deeply engage the DSpace community in the aspects of DSpace 7 development.
- **The next meeting will be July 19, 2018 11:00 AM EDT in the Zoom DSpace Meeting Room** Join from PC, Mac, Linux, iOS or Android: <https://duraspace.zoom.us/my/dspace> Note:

## Discussion items

| Item   | Who   |   |
|--|---|---|
| Announcements or news to share   | Carol   | <ul style="list-style-type: none"> <li>• <a href="#">Statement from DSpace Steering Group on the DSpace 7 Data Model</a> (support for entities)</li> </ul>  |
| DSpace 7 Update  | Tim   | <ul style="list-style-type: none"> <li>• Catching up from OR; <a href="#">summary from Tim available</a> with links to presentations.</li> <li>• Promotion and marketing will be needed to support ongoing DSpace 7 development; new working group; this effort will be led through the Leadership and Steering Group; A <a href="#">new Leadership and Steering Group</a> will be in place by end of July</li> <li>• DSpace 7 Beta release expected by end of 2018</li> <li>• Release candidate by early 2019</li> <li>• Production release soon after that (again, goal is early 2019)</li> </ul>   |
| 2017 DSpace Annual Report<br><br>Summary - 1 page<br><br>Membership - 1 page of text, plus map <ul style="list-style-type: none"> <li>• List of institutions</li> <li>• Four line introduction includes the members welcomed in 2017 and the total number of members.</li> <li>• Map showing members</li> </ul><br>Community Profiles - 1.75 pages | Carol Minton Morris<br><br>Mariya Maistrovskaya<br><br>Felicity Dykas | <b>Schedule:</b> <ul style="list-style-type: none"> <li>• Rough manuscript for review and revision—July 2, deadline for reviews 7/6               <ul style="list-style-type: none"> <li>◦ Reviewers:                   <ul style="list-style-type: none"> <li>▪ Steering and Leadership                       <ul style="list-style-type: none"> <li>• Present to current SG before next meeting July 5</li> <li>• Final review by new SG</li> </ul> </li> <li>▪ Outreach</li> <li>▪ Other?</li> </ul> </li> </ul> </li> <li>• Manuscript revisions completed—July 9-10</li> <li>• Pagination/layout/design completed for review—July 17</li> <li>• Pagination/layout/design revisions completed—July 31</li> <li>• Distribution—Aug 1               <ul style="list-style-type: none"> <li>◦ OR One month from approval of all groups</li> </ul> </li> <li>• In report focus on DSpace 7, community contributions, what was done in DSpace 6 and 7 by institutions and individuals</li> <li>• Timeframe for report: 2017 data/financials; some strategic direction in 2018</li> </ul> |

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| <ul style="list-style-type: none"> <li>• Profiles of two members - Q&amp;A format</li> <li>• Georgetown, Minho <ul style="list-style-type: none"> <li>◦ Why DSpace?</li> <li>◦ What are the strategic priorities that DSpace helped to support?</li> <li>◦ How is DSpace working in production?</li> <li>◦ What deployment advice would you give others in the community?</li> </ul> </li> <li>• TBD <ul style="list-style-type: none"> <li>◦ What is your role with DSpace at your institution?</li> <li>◦ Why did you decide on DSpace?</li> <li>◦ What strategic organizational or institutional goals did DSpace help you meet?</li> </ul> </li> </ul> <p>Governance, Finance, and Expenditures - 3/4 pages (<a href="#">Michele Mennielli</a> <a href="#">Carol Minton Morris</a>)</p> <ul style="list-style-type: none"> <li>• Narrative</li> <li>• Accounts (financial breakdown) <ul style="list-style-type: none"> <li>◦ Income: <ul style="list-style-type: none"> <li>▪ Membership Revenue</li> <li>▪ Service Provider Revenue</li> </ul> </li> <li>◦ Expenditures <ul style="list-style-type: none"> <li>▪ Staff</li> <li>▪ Contractors</li> <li>▪ Marketing and Communication</li> <li>▪ Travel</li> <li>▪ Office Expenses</li> <li>▪ Infrastructure and Support</li> <li>▪ Hardware Depreciation</li> </ul> </li> <li>◦ Total</li> </ul> </li> </ul> <p>Progress on Key Initiatives - 1.25 pages</p> <ul style="list-style-type: none"> <li>• DSpace 7</li> </ul> <p>Events - 1 page, including a half-page photo</p> <ul style="list-style-type: none"> <li>• User group meetings</li> <li>• other</li> </ul> <p>Contributions to the Annual Report - a few lines</p> |  |  |
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## Action items

| Item                                     | Who   |
|--|---|
| Complete AR outline/assignments/schedule | <a href="#">Carol Minton Morris</a> <a href="#">Michele Mennielli</a> |