

# Minutes of the Lever Press Oversight Committee Meeting

July 25, 2016

Attending: Andy Ashton, Marta Brunner, Mark Christel, Dalia Corkrum, Terri Fishel, Bryn Geffert, Neil McElroy, Kevin Mulroy, Loretta Parham, Mike Roy, Peg Seiden, Margy Avery, Mark Edington, Mary Francis, Charles Watkinson, Becky Welzenbach

## Approve Minutes

The Oversight Committee reviewed the minutes from the June 27 meeting. It was noted that the action item to announce to the OG that Lever would stop taking new memberships at the end of July had not been completed. Mike Roy proposed to extend this to the end of August in order to circulate this announcement. With this adjustment, the group acclaimed the minutes approved.

**Action Item: Becky Welzenbach will post the approved minutes to the Lever Press website.**

## Report from Operations Group

### AVD Stakeholders Meeting

Mark Edington reported on the formal outcomes of this meeting, held in Annapolis in June: a straightforward meeting report written by Bob Weisbuch has already been submitted to the Arthur Vining Davis Foundation. We don't anticipate to receive much in the way of questions or feedback on this report. In the grant we also promised to develop a whitepaper on scholarly communications and liberal arts colleges. This draft, which Mark recommends to present as a progress report from Lever Press to our stakeholders, has so far been circulated among those who attended the meeting. Once in its final form, this report will be circulated to leadership at our pledging institutions.

**Action Item: Mark Edington will share the draft progress report with the Oversight Committee**

### Editorial Board f2f meeting update (Mark/Becky/Charles)

Mark has circulated to the editorial board members a packet of "read-ahead" materials, including the Lever Press business plan, governance statement, Bob Weisbuch's meeting report, and the progress report. Mike Roy suggests also inviting Editorial Board members to introduce themselves to each other in advance. Editorial Board members will be presented in advance with a series of one page descriptions/proposals summarizing each of the major categories or types of idea that we have heard so far. The Lever Press Ops group members will each present 1-2 of these. Oversight Committee members wishing to contribute any additional

ideas to this pot should submit them by August 15. The Editorial Board will discuss and vote among these to determine which should be priorities/areas of focus for Lever. This meeting will not entail approving or rejecting specific titles/projects.

The OC discussed how to go about identifying a chair of the editorial board: our governance document states that the editorial board will elect a chair from among themselves; however, there is a real need to get the board going quickly, and we have a very limited amount of time in the face to face meeting. Is there an appropriate way for the OC to recommend or nominate a chair for a limited period of time? The OC agrees that the need to get the board rolling takes precedence here, but is cautious about how to go about this.

The OC discussed a proposal from Neil McElroy about whether Lever Press ought to commission some early works, considering the credibility and cachet of high profile scholars as authors as well as the work of obtaining commitments and follow-through from these authors. The group agreed to wait until after the Editorial Board meeting to actively pursue this, because then we will have a clearer sense of what kinds of titles to solicit. The group agreed in general that the OC has a role to play in encouraging pledging institutions to surface proposals. Bryn Geffert proposed a multi-prong approach:

1. Members of the OC should reach out to their contacts at pledging institutions (the same folks they contacted when seeking pledge commitments) to encourage them to reach out to faculty to encourage submissions.
2. Those present at the Editorial Board meeting in August should ask the Editorial Board to brainstorm likely/promising authors who could be approached
3. At the next OC meeting, we can share ideas from our own minds.
4. Mark Christel suggested also reaching out to those who attended the AVD stakeholders meeting for their suggestions.

**Action Item: Mark Edington will share with the Oversight Committee the draft agenda for the Editorial Board meeting.**

**Action item: Mark Edington will reach out to the possible nominee for the position of Editorial Board chair to determine her interest, willingness to serve, and get her insight and feedback on how/whether to put this before the editorial board.**

**Action Item: Mark Edington will create a document to capture names of scholars from whom we might solicit a strong work for Lever Press**

#### Update on Submissions

Margy Avery reported that we still have not received any series proposals, but she is working on making the form simpler in hopes of making it easier for people to submit ideas that may not be fully formed yet. We have received 15 individual proposals, with one known to be on the way, for a total of 16.

## Budget Report

Becky Welzenbach and Terri Fishel reported on the budget. The upshot is that about halfway through Year 1, we have spent about 30% of our projected budget for the year. One area where we have not yet spent at all is on marketing/promotion. Terri Fishel suggested that we start to get some promotional materials--business cards, tshirts, etc. Terri mentioned likewise that Lever Press logos and graphics need to be made available in digital space where everyone can access them, so that when folks are representing Lever at conferences and elsewhere, they can do so appropriately.

**Action Item: Mark Edington and Becky Welzenbach will coordinate on swag.**

**Action Item: Becky Welzenbach will ensure that the Lever Press logo files are available to Oversight Committee members.**

## Communications to Membership

On June 30, press releases went out to communications officers at pledging institutions and to ACLS member associations. A proposal was made that when we send communications to pledging institutions, that we also copy our contacts at pledging libraries so that they are aware and can follow up with those offices as needed.

As addressed in the review of the minutes, we confirmed that the OG had not been contacted about Lever Press temporarily closing to new members at the end of July. The OC unanimously agreed to extend the deadline until the end of August.

## Conferences and Travel

### DLF LAC Pre conference

Becky Welzenbach noted that the proposal was accepted; will be looking for a co-panelist or two to represent pledging librarian and faculty perspectives on a panel in early November.

### ASIANetwork

Becky Welzenbach and Terri Fishel reported that editorial board member Karil Kucera had suggested reprising the panel from the Oberlin Group Digital Scholarship meeting at Macalester in a proposal to ASIANetwork, a conference for Asian studies scholars at liberal arts colleges. The conference will take place in spring 2017 in Chicago. The Oversight Committee agreed that this sounded like a great opportunity to reach potential authors.

**Action item: Becky and Terri will follow up with Karil about submitting a proposal before the August 30 deadline.**

## Oberlin Group meeting

Mike Roy reports that Lever Press will not have its own slot on the Oberlin Group Meeting agenda. Mark Edginton points out that this meeting is a unique opportunity to get many/most of our pledging institutions in a single room at the same time. How can we create a meaningful opportunity to meet, either before or after the official Oberlin Group meeting? Whatever we decide, all LP pledging institutions (including those outside the OG) must be included and invited to the meeting, even if it's unlikely that people would want to travel just for this short meeting. A proposal was made to invite pledging institutions to an open Lever Press update/meeting at noon after the end of the Oberlin Group meeting, but before the start of the Oversight Committee meeting. Peg Seiden noted that the end of the Oberlin Group meeting conflicts with the beginning of Yom Kippur and that folks may be unable to stay. Terri Fishel suggested that the open Lever Press meeting could take place in parallel with the Oberlin Group new directors' orientation session.

**Action item: Oversight Committee to confirm timing for a meeting of all Lever Press participants, aligned with the Oberlin Group meeting.**

**Action Item: Dalia Corkrum will reach out to Dave Pilachowski about whether there could be support for remote participation at this meeting.**

## New Business

### Recommendation from communications task force

Mike Roy reported on behalf of the communications task force convened at a previous meeting. The group proposes to start a Lever Press Facebook page that can be used to share updates from Lever, but also serve as a community space for members to share ideas, challenges, etc. related to scholarly communications, open access, liberal arts colleges, etc. Mark Edginton notes the need for coordination in messaging coming out of Lever.

**Action Item: The group (Terri Fishel, Mike Roy, Bryn Geffert, and Peg Seiden) will go ahead with implementing the page. Margy Avery, who runs the Amherst College Press Facebook page, offered to help connect the Facebook page with the Lever Twitter account.**

### Conflict of Interest

Potential for conflict of interest/conflict of loyalty is inherent in the way Lever Press is organized and staffed. Therefore, we need to develop policies for addressing these conflicts appropriately. At a previous meeting, Becky was tasked with drafting conflict of interest disclosure forms, but based on discussions with other operations groups members in the interim, she now proposes instead that the Oversight Committee should convene a task force to work on this and bring

some recommendations back to the group--the issues at hand go deeper than drafting a form, and the insight of the oversight committee is needed.

The following people indicated interest in being part of the task force: Margy Avery, Mark Edington, Bryn Geffert, Loretta Parham, Marta Brunner

At our next meeting:

- Loretta Parham will bring her proposal for a Lever Press Advisory Board
- Becky Welzenbach will report on conversations with librarians at Susquehanna University to establish an internship or comparable student experience program.
- Those present at the Editorial Board meeting will report on how it went.