

# Minutes of the Lever Press Oversight Committee Meeting

December 19, 2016

Attending: Andy Ashton, Margy Avery, Dalia Corcoran, Mark Edington, Mark Christel, Bryn Geffert, Marta Brunner, Mary Francis, Terri Fishel, Neil McElroy, Mike Roy, Peggy Seiden, Charles Watkinson, Becky Welzenbach

## Approve Minutes

The Oversight Committee approved the draft minutes from the [November 28 meeting](#) conference call. **Action item: Mike Roy will put together a Doodle poll to vote on travel request. Wednesday afternoon March 22nd seems to be the winner.**

## Report from Operations Group

This was submitted in writing. There was no discussion.

## Webinars

Becky reported that the recording of the Fulcrum webinar is being captioned and will be released soon. Becky requested that the OC set up a subgroup to work on programming in collaboration with herself. She suggests four meetings per year (March 1, June 7, September 6, and December 6, all at 12 p.m. Eastern). Mike set up a form to capture volunteers.

**Action item: sign up on the [agenda](#) or let Becky know ([rebecca@leverpress.org](mailto:rebecca@leverpress.org)) if you want to be part of this group**

## Budget Report

Terri handed over to Becky to report. Referencing the [Spreadsheet](#) and [Narrative](#), Becky noted we were at 72% of expected expenditure in Year 1. She would like to improve the presentation of the spreadsheet to allow drill-down to raw numbers. She ran through items from the narrative.

Peggy asked why we are mailing AVDF workshop booklets. Mark described the advantages of a mailed object in getting attention. Mike noted that this was also a way of spending down the remaining funds in the grant.

There was some discussion about the web presence and the underspend in year 1. More scoping is needed on this topic. Mark pointed out that it doesn't make sense to invest too much in the WordPress web presence if Fulcrum can supply catalog as well as full content. Charles suggested that perhaps this unspent money could be spent on marketing collateral. Terri suggested that if so we aim for ACRL and LPC in March 2017.

## New Business: Elections

Andy reported out on elections and bylaws working group. It is just about a year since the initial call for nominations from the OC were sent out. There is now an empty seat after Loretta's departure. The group will meet tomorrow and will provide some recommendations for process. It will also discuss some issues about how the OC conducts its business and reports out to the community. Peggy noted we should also clarify which members of the OC are on two year terms and which are on three year terms. Mike also offered the option for anybody who wished to step down to step down now and then their position could also be included in the round of voting to replace Loretta.

Andy noted that in the Governance Statement there would be an annual conversation about the officers of the OC. So this would also be discussed tomorrow.

## New Business: Work Plan

There was discussion about the [Work Plan](#).

Terri asked for more clarity about the advocacy role of OC members in **“outreach to authors”** and whether it is limited to their own campuses (as suggested in the Work Plan) or whether broader advocacy is expected. Mark noted the importance of focusing outreach on authors at academic meetings. He also worried about the optics of OC members recruiting content. There is a fine line between being an advocate for the LP and being an acquiring editor. Peggy noted that many subject liaisons attended disciplinary society meetings and could play a useful role in promoting Lever Press in general to digital scholars in particular at such meetings. Perhaps, suggested Mike, there could be a distinction between “who participates” and “who is accountable.” OC members can participate and encourage submissions but not act as if they were acquiring editors.

Bryn pointed out that the distinction is similar between the role of senior administrators in encouraging candidates to apply and the admissions office that accepts candidates. There was agreement on the distinction and that a level of advocacy and promotion by OC members is good. Mark emphasized that the budget was not built with the idea that the OC would have an active traveling role.

Neil raised questions about how OC could **“track the marketplace”** and stay connected to changes in the scholarly communication environment. Mike noted that he felt that this activity was included in the Work Plan, although Becky had pointed out that there was no budget for this. Mike wondered whether the OC would want to commission a snapshot of “a moment in time” similar to the one Melinda had prepared. Mike suggested that we keep this in mind as we work on the webinars -- perhaps offering a “landscape overview” as part of the series.

**Action item: The Work Plan was amended to recognize the broader role of the OC in author relations by adding the following bullet point to the “Outreach to Authors” column: “Raise awareness of Lever Press with faculty at various scholarly and professional meetings and other opportunities as advocates and promoters”**

Mike raised the question of **sustainability** beyond year 5. Dalia strongly endorsed this and offered to work on this. Peggy, Mike, Mark Christel, and Mark Edington also volunteered

Becky noted she is tracking the small groups in a document called [Oversight Committee Task Forces and Subcommittees](#). Mike expressed his enthusiasm for the proposed Lever Labs group to look at how to start up other similar efforts, e.g., a shared undergraduate research journal. The focus would be on projects that don't sit neatly within the LP construct. Terri suggested that Open Textbooks should be explored separately, not doing it within a Lever context -- there were other existing partnerships that might be more promising to fit into. Andy and Bryn both felt that tying this kind of thinking into a sustainability discussion. Charles wondered whether “labs” was a distracting term. Neil liked “labs” because it suggested testing, trialing, and brainstorming. There is work to be done.

**Action item: Mike Roy will set up a document in which potential projects for Lever Labs could be brainstormed. Update: Not yet done.**