

DDI Alliance Executive Board Meeting

23 February 2017

Present: Maggie Levenstein, Jared Lyle, Steve McEachern, Dana Mueller, Leanne Trimble

Alliance leadership

- a) Dana Müller elected to fill David Schiller's open Executive Board seat. Welcome, Dana!
- b) Annual member meeting
 - i) Discuss specifics at March meeting - Steve, Jared, and Bill to put together a draft by next call.
- c) Executive Board elections, including Chair. Half of the committee will be up for reelection (Steve, Leanne, and Dana). Chairing of the committee is determined by the Executive Board itself. Will discuss planning at the next call.

Moving Forward project and Strategic Plan

- a) Discussion of next phase of Moving Forward
 - i) Dagstuhl workshop outcomes.
 - 1) Vision paper & strategic plan -- Discussed distributing the vision paper with the Executive Board before the next call. This will depend upon the writing group preparing a draft. Also discussed that it would be good to distribute a more polished draft to the entire DDI community by mid-April, giving people enough time to read in preparation for discussion at the May annual meeting.
 - 2) "Data manifesto" -- Discussed holding off presenting at RDA until September. No DDI members from the Data Manifesto group will attend the April RDA meeting.
- b) Strategic plan 2017-20 timeline and next steps:
 - i) Discussed using the Dagstuhl vision paper as starting point for strategic planning. We can release the vision for comments, with discussion at the 2017 annual members meeting. A final version can be targeted for March 2018.
 - ii) Discussed forming a working group to steer the strategic planning.
- c) Help with project management and programming. FY 17 special requests:
 - a. UM will handle the procurement process for the Drupal programmer and the Semantic Web consultant.
 - b. Finding a project manager for DDI4 work, while important, will be put on hold while the above task A is completed.
 - c. Will still need XML consultancy moving forward, but will need to determine the effort needed.
 - d. Succession planning

Marketing and Promotion update

- a. DDI has been asked to join a data standards working group for the UN Economic Commission for Europe. Dana Mueller and Achim Wackerow will join the group.
- b. UN working group endorsing using DDI
- c. Naming DDI4
 - i. Agreed to use "DDI 4". The committee is coming up with a plan for how to inform the community.
- d. Transparency Initiative
- e. To discuss at the next meeting:
 - f. RDA for Disciplines section
 - g. European Social Survey -- Wendy met the group at the 3MC conference and discussed opportunity for DDI to work with them. Note that this group is already using DDI in some regard and is working with NSD.
 - h. CESSDA metadata effort review, including unified catalogue and question bank. Make sure we are supporting versions in the right way. (Louise)
 - i. AAPOR presentations
 - j. Total Survey Error

Training Group update

- a. Training video/Webinar -- If people have suggestions for topics and/or use cases, please send them to the Training Group.

Technical and Scientific Issues

- a. The Technical Committee submitted a request for the completion of the work to register a URN namespace for DDI. Achim is completing this work under a preapproved consultancy.
- b. Michelle Edwards has taken a new teaching position and is stepping down from her DDI roles, including Vice-Chair of the Scientific Board and Chair of the DDI4 Methodology group. We will need to nominate and elect a new Vice-Chair.

Future Agenda items

- a. Budget
- b. Membership meeting planning
- c. Executive Board elections