DDI Alliance Executive Board Meeting
10 April 2018

Present: Bill Block, Cathy Fitch, Jared Lyle, Maggie Levenstein, Steve McEachern, Barry Radler, Joachim Wackerow, Kelly Chatain (visitor)

Strategic Plan

1. Strategic plan 2018-21 - Steve suggested discussing the draft plan at the next call since progress has been stalled. Maggie commented that it's useful to tie the strategic plan to resources, including who will be responsible for completing the action items. It was also suggested to underscore usage of DDI with other metadata standards (e.g., CODATA initiative on cross-domain metadata) and engagement with the global digital research infrastructure.

DDI 4

1. DDI 4 project management - Kelly Chatain provided an update on DDI 4 activities. As a process, Kelly reported that the project management is going "really well." According to the timeline, the prototype is right on track for release by mid-summer. Documentation is being wrapped up. After that, the Technical Committee will complete an integrity review. Several community members are contributing to documentation. Kelly is keeping an updated project management page on the DDI Alliance wiki: https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/491651/Project+Management.
2. Discussion ensued about how to communicate the prototype to the community. Achim suggested that we need a one page document of the scope of the prototype and high level information so people can understand the goals (e.g., "Here you see a realization of the original goal"), make decisions, and provide comments in relation to the goals. People need guidance when looking at published material. Barry commented that we have to frame what it is this prototype does and what we're looking for in response to the community. Kelly agreed and underscored that when presenting the prototype for public review, we need to be clear about the goals and what we are doing. Barry suggested targeting certain organizations and individuals for feedback, especially since we are not expecting input from thousands of people. Achim suggested that some National Statistical Institutes will provide input. As well, some Alliance members are already reviewing the model. In closing the discussion, Steve encouraged the community to reflect on the process developing the prototype and consider if the process is useful as the Alliance moves forward.
3. Achim asked about the status of the infrastructure and vision documents. Steve noted that we need to come back to these after completing the strategic plan.

Other

1. NSF Dear Colleague Letter: Advancing Long-term Reuse of Scientific Data (https://www.nsf.gov/pubs/2018/nsf18060/nsf18060.jsp) - The Board discussed the recent NSF funding opportunity and how the Alliance can participate. It was encouraged that we be very focused in what we are asking, and have clear deliverable that will improve usage and discovery. Steve agreed about improving usage and discovery through socio-technical infrastructure development. On the conference side, he reminded the group that Australia hosted a data infrastructure conference in 2008 about advancing shared infrastructure. ICPSR and UKDA, among others, co-organized the conference. Maggie suggested organizing a conference to conduct outreach to people who don't use DDI -- i.e., "training for newbies." She encouraged the Alliance to do things to expand use.

Future Calls

- 27 April, 8-9am EST
    - Strategic plan
    - Budgeting for Fiscal Year 2019 (July 2018-June 2019) and beyond
    - Annual meeting of members agenda