

## **ICPSR COUNCIL MEETING MINUTES**

### **March 24-25, 2011**

**Council members present:** Ann Wolpert (Chair), Francine Berman, G. Sayeed Choudhury, Paul N. Courant, Catherine A. Fitch, Jeffrey Moon, Gregory N. Price, Rogelio Saenz, Barbara Schneider, Lori M. Weber, Christopher Zorn

**ICPSR staff present:** Nathan Adams, JD Alford, George Alter, Rita Bantom, Bryan Beecher, Dieter Burrell, Linda Detterman, Peter Granda, Lynette Hoelter, William Jacoby, JoAnne McFarland, Nancy McGovern, Asmat Noori, Michelle Overholser, Amy Pienta, Mary Vardigan, Diane Winter

**Staff visitors present:** David Thomas, Collection Development and Resource Center for Minority Data

**International visitors:** Sami Borg, Director, Finnish Social Science Data Archive (FSD) and President of the International Federation of Data Organizations (IFDO), and Hans Jørgen Marker, Director, Swedish National Data Service (SND) and President of the Council of European Social Science Data Archives (CESSDA)

### ***Director's Report***

After introductions of the visitors from Europe and ICPSR staff guests, ICPSR Acting Director George Alter presented his Director's Report to Council. Alter reviewed the highlights of the upcoming meeting, which was to include plenary discussions on ICPSR's engagement in stewardship activities for social science data and digital assets.

Alter stated that ICPSR has broken the 700 member barrier as a result of adding 25 new members in FY2011 and has also exceeded expectations in terms of membership revenue. One of the new members is Renmin University in Beijing, China. Renmin is very interested in both establishing its own data archive and building a federation of universities in China for which it will act as a hub. Renmin is ICPSR's second hub university in China. Peking University has been a member for a number of years and contacted ICPSR recently with the news that it will be building up its hub in coming months.

With respect to the budget, Alter indicated that ICPSR is projecting a deficit for the upcoming fiscal year. This projection is based on a very conservative budgeting strategy and does not include any pending grants. A big driver of the budget deficit is that ICPSR has experienced a period of staff growth as a result of stimulus funding and now those projects are ending. Alter said that he remains optimistic that ICPSR will have a more favorable final budget to present in June.

There was a 17-percent increase in data downloads in 2010. The most frequently downloaded studies of those released since September 2010 were the National Survey on Drug

Use and Health, 2009; Monitoring the Future: A Continuing Study of American Youth (12<sup>th</sup>-Grade Survey), 2009; and Capital Punishment in the United States, 1973-2008, to name a few.

ICPSR's communications group has been active and is distributing online publications such as the "ICPSR Bulletin" and "DataBytes". There are over 300 followers on Twitter and nearly 400 fans on Facebook. Facebook has now passed Google as a referral site (this is separate from the Google search engine). The Social Science Data Fair was very successful with 14 webcasts and 281 attendees (ORs and non-ORs) at over 100 institutions.

There has been a lot of interest in data management plans since NSF announced its new requirement last year. Webinars on this topic were held in January (over 535 attendees) and in February (71 attendees) and there have been more than 20,000 page views for the ICPSR Data Management Plans Web site since October. ICPSR has also established a blog to handle the questions that continue to come in.

Planning is under way for the OR meeting, to be held October 5-7. The OR meeting will mark the official kick-off of ICPSR's 50<sup>th</sup> Anniversary celebration. Council will meet on October 5.

Alter mentioned that ICPSR continues to expand the content and functionality of the Variables Database. The search algorithm is being revised, and staff are working on improving the variable-level functionality of codebooks as well.

The Acquisitions unit has been pursuing PIs to convince them to send ICPSR their data with a great deal of success. ICPSR has had over 1,260 points of contacts with PIs.

The Digital Preservation unit has been active in several areas. The Digital Preservation Outreach and Education (DPOE) project with the Library of Congress held its first Steering Committee meeting recently. Also, staff continues to work on the TRAC review. In addition, ICPSR is taking part in the Simple Verified Distributed Preservation Project, which is preparing for the release of SAFE, a prototype storage platform for policy-driven distributed replication of digital holdings.

New content has been developed and archived across the organization. The Resource Center for Minority Data (RCMD) has added the Sage Foundation studies on immigration from 2000-2008. The Instructional Resources and Development area has created new data-driven learning guides for the Online Learning Center.

The Summer Program has had 286 registrations as of March 17, which is 8 ahead of last year. The Program is offering a total of 66 courses this summer: 40 four-week courses including 3 new courses and 26 3-5 day statistics workshops. The Summer Program is also holding two workshops at the University of California, Berkeley.

Alter provided an IT infrastructure update. He mentioned that the Secure Data-processing Environment (SDE) was nearly ready for launch and investments have been made in servers,

networks, storage arrays, backup and power systems, and integration with campus infrastructure. The alpha version of the Virtual Data Enclave (VDE) is currently in testing.

At the last Council meeting Alter discussed efforts to improve citation of data in social science journals. As part of the Data-PASS project, ICPSR has been writing to the major professional associations, requesting that they improve the way that data are cited in their journals, and this has resulted in at least one success. The American Sociological Review has amended its Notice to Contributors as of the February 2011 issue to include information on proper data citation practices and use of persistent identifiers. Other disciplines have responded positively as well.

ICPSR has been awarded the Data Seal of Approval, which states that ICPSR ensures that its research data will be preserved and made available in a high-quality and reliable manner, without this entailing new thresholds, regulations, or high costs.

## *Plenary Sessions*

George Alter gave a plenary presentation about ICPSR's involvement in data stewardship in support of Strategic Plan Direction 1. Highlights included:

- ICPSR staff attended over 25 professional meetings last year, representing the organization and in many cases the social sciences.
- George provided an overview of ICPSR's core social science engagement: Data-PASS, IASSIST, COSSA, IFDO, CESSDA, and more. ICPSR has supported social science instructional activities through grants (NSDL) and partnerships (SSDAN, CAUSE, SERC).
- ICPSR is active in the Library of Congress's National Digital Stewardship Alliance (NDSA) as a founding member.
- ICPSR is a gold sponsor of Duraspace.
- ICPSR is active in several standards organizations (e.g., DDI, Data Seal of Approval, DataCite, ORCID).
- ICPSR is engaged locally at the University of Michigan (e.g., Interdisciplinary Data Curation Group).

Sayed Choudhury talked briefly about the Data Conservancy, the DataNet project for which he is the principal investigator. The overarching goal of the project is for data to be used to create new science. Choudhury also mentioned preservation and re-use as additional goals that are compatible. The Data Conservancy is using prototyping as a strategy in working with other groups on important issues (e.g., cross-dataset queries, arXiv.org [connecting data with publications], International Virtual Observatory Alliance, Sakai collaborative software project, visualizations).

Catherine Fitch talked about another DataNet project – Terra Populus (PI: Steven Ruggles) – which is to start soon. The objective is to develop ways to combine data about human

populations (e.g., Census data – microdata and small area) and environmental data (e.g., land use, land cover, climate) for various geographies and over time.

Alter talked about another new DataNet project, Sustainable Environment through Actionable Data (SEAD) (PI: Hedstrom), the aim of which is to develop tools for active curation of data in the environmental sciences.

Hans Jørgen Marker gave a brief presentation about the current status of the Council for European Social Science Data Archives (CESSDA) and the European Research Infrastructure Consortium (ERIC). CESSDA is a consortium of European data archives (today, 20 organizations are members). By creating CESSDA ERIC, the organization will become a legal entity with a governance structure within the European research area. CESSDA ERIC has a central coordinating body and provides a means to obtain sustainable funding. The aim of ERIC is to develop integrated discovery tools and other coordinated infrastructure to support the various data archives that can license these tools. CESSDA also has two projects beginning soon – Data without Boundaries and DASISH, which covers both the social sciences and the humanities.

Sami Borg described the structure of the International Federation of Data Organizations (IFDO). IFDO is federation of organizational members that is working to develop a new strategy as the leadership of the organization transitioned two years ago.

## ***Budget and Policy Committee***

**Council:** Ann Wolpert (Chair), Catherine A. Fitch, Gregory N. Price, Barbara Schneider, Christopher Zorn

**Staff:** JD Alford, George Alter, Rita Bantom, Diane Winter

### **I. Strategic Plan**

The committee discussed ICPSR's involvement with the National Science Foundation's new requirement for data management plans and also discussed the Strategic Plan and how it has served the organization well.

### **II. Financial and Administrative Issues**

#### **A. FY 2011 Year-End Financial Projection**

JD Alford presented the FY 2011 forecast with actual data through February 2011. Current analysis projects that FY 2011 will end with the organization breaking even or better.

#### **B. FY 2012 Draft Budget**

Staff presented the FY 2012 draft budget and discussed it in much detail. The conservative methodology used by ICPSR in developing the budget resulted in the first draft showing a \$1.6 M deficit for FY 2012. Council asked leadership to develop a

different budget methodology that would include some sponsored funding that was pending.

#### **C. Summer Program CY 2010 Final Income Statement**

Council heard from staff that the CY 2010 Summer Program actual income statement was more favorable than budgeted. The actual deficit was \$32K; the budgeted deficit was \$240K. Council thanked the Summer Program staff for the near break-even year and requested that they continue along this path toward full cost break-even status.

#### **D. Personnel Update**

Council was presented with data showing recent employment hires and open positions.

#### **E. Minority Recruiting and Labor Force Composition**

Rita Bantom distributed a draft report for discussion. She explained that the state of Michigan is the hiring pool for 100 of the 124 full-time regular employees; faculty reflect a national pool. Council thanked Rita for her work on the report and suggested that ICPSR look at ways to strengthen the applicant pools.

#### **F. Space Plan**

Diane Winter reported that the current space is sufficient for immediate needs but that challenges may arise as ISR begins construction on the Thompson Street building. George and Diane will continue to work with the ISR center administrators to arrive at decisions that are best for all parties.

### **III. Governance Issues**

#### **A. Council Election Planning**

Council reviewed and approved the list of potential candidates for the two non-Council slots on the Nominating Committee. George and Ann will contact people from the list to fill these slots. The remaining six members on the Nominating Committee are the outgoing Council members.

#### **B. Prizes Committee**

Documentation of potential candidates was provided for information only.

#### **C. Endorsement Policy**

Diane explained the process of the Endorsement Policy review by Anna Schork and the University's Office of General Counsel. Council agreed to the adoption and utilization of the policy.

#### **D. 50th Anniversary Proposed Budget and Funding (vote)**

JD presented the budget for the ICPSR 50<sup>th</sup> Anniversary Celebration. Council voted unanimously to approve the budget and to provide funding from reserves.

**E. Indirect Cost Allocation Policy (vote)**

Committee recommended adoption of the new policy for indirect cost allocation. The policy was unanimously approved by Council.

**F. Policy on Data Access and Web Site Support after Projects End (vote)**

George presented the policy and discussion followed. The committee recommended two changes to the policy:

Change the second-to-last bullet from:

“Sponsored Web sites will typically be continued in their current state for one year after funding has ended. Investments of staff resources for Web site maintenance or for continuation after one year will depend upon the Web site’s value to ICPSR members as evaluated by ICPSR senior staff”

to:

“... will depend upon an evaluation by ICPSR senior staff.”

Change the last bullet from:

“Sponsors may include payments in grants or contracts to extend open access for data and support for Web sites beyond the terms described here”

to:

“Sponsors of projects may include ....”

The Committee unanimously accepted the policy with the request that ICPSR report back in one year on how the policy has worked.

***Collection Development Committee***

**Council:** Lori M. Weber (Chair), Francine Berman, G. Sayeed Choudhury, Paul N. Courant, Jeffrey Moon, Rogelio Saenz  
**Staff:** John Garcia, Peter Granda, Amy Pienta, David Thomas  
**Visitors:** Sami Borg, Hans Jørgen Marker

**I. Strategic Plan**

Staff updated the Committee on Strategic Plan activities regarding Directions 1 (Leadership) and 3 (Broadened Collections).

With regard to Direction 1, staff informed the Committee that ICPSR was active in continuing an emphasis on strengthening international outreach and partnerships. During the period from October through March, staff attended the First Conference of Al Khawarezmi Committee on Statistics in the Arab Region and Qatar National Statistics Day in Doha, visited the newly-formed Social and Economic Survey Research Center at Qatar University, participated in the inaugural Asian Population Association meeting in Delhi, and held meetings with survey researchers in Nepal. Staff also informed the Committee about the partnership agreement that ICPSR signed with Renmin University in China.

As mentioned several times throughout this Council meeting, staff took the initiative to provide considerable information for researchers to use in preparing data management plans for new proposals to NSF. NSF introduced this requirement for applications due in January 2011. ICPSR held two very well attended Webinars in January and February, which covered the following issues:

- ICPSR's data management plan Web site
- Suggested elements of a data management plan
- Examples of data management plan language
- Designating ICPSR as an archive in a data management plan
- Additional resources for preparing a data management plan

The expectation is that these new data management plans will result in broadening the collection at ICPSR in connection with Direction 3.

## **II. Data Management Plans**

Staff added more content about data management plans for researchers to consult including a template tailored to depositing data with ICPSR which researchers can amend if they choose. A blog was also developed to provide a forum for questions and comments about data management plans.

There have been numerous questions from NSF applicants about assessing costs related to these plans including requests from researchers who would not normally seek assistance from ICPSR. The question of a costing structure that ICPSR might consider in accepting some of these new datasets was discussed at length by the Committee. Council members indicated that this new NSF policy means that the environment for data archiving has changed. This change could be an important precedent for ICPSR in the sense that the organization might now want to consider charging the research community directly for services provided through the grant awards process. The Committee thought that ICPSR should take advantage of this expected new demand to create a new line of products that it could sell. A key question from the Committee: How could ICPSR develop this new line of products and services without upsetting its core activities?

The Committee advised staff to develop protocols soon, to think about the rationale for pricing certain services, to create rules about payments, and to consider all of this within a model for archiving services that takes into account the current rights of member institutions. With this in mind, the Committee requested the following action item for June:

Prepare a plenary at the June Council meeting on cost models for archiving data for NSF grantees with reference materials distributed with the Council briefing book.

### **III. Options for the Acquisition and Processing of Data from Census 2010**

Staff presented the Committee with a description of the work that the Collection Development Unit performed with regard to archiving, processing, preserving, and disseminating Census 2000 data and documentation. They emphasized the vast increase in the number of physical files produced by the Census Bureau in comparison to 1990, reviewed the anticipated release dates for Census 2010 data products, and asked the Committee for advice on the following topics:

- What ICPSR's involvement in the acquisition and dissemination of data from Census 2010 should be
- Need for workshops and how they should be supported
- Need for special subsets similar to those that ICPSR produced with Census 2000 data

The Committee suggested that ICPSR continue its precedent of acquiring Census 2010 since the membership and the research community in general have traditionally come to ICPSR for their Census data needs. It was suggested that the data files need not be archived right away since all public-use data will be available directly from the Census Bureau. ICPSR should archive the most important Census data products when it can best be determined that final versions were created. The Committee also suggested that ICPSR consider holding training workshops on Census data once again as during the last decade and decide how best to finance them within the context of the Summer Program.

Finally, the Committee wondered if the functionality of ICPSR's online analysis system, Survey Documentation and Analysis (SDA), might work for producing subsets of Census data instead of creating specific data products. There was also discussion of working with the University of Minnesota Population Center and their National Historical Geographic Information System (NHGIS), which is expected to produce subsets of 2010 Census data. The Committee requested staff to think more about the question of subsets and what value-added features might make sense for academic researchers as greater amounts of Census 2010 data become available.



## ***Membership and Marketing Committee***

**Council:** Jeffrey Moon (Chair), Catherine A. Fitch, Gregory N. Price

**Staff:** Linda Detterman, Dan Meisler, Amy Pienta, David Thomas

### **I. Strategic Plan Progress**

Staff updated Council on the progress of the Strategic Plan for Membership and Marketing. In support of the action item to “sustain membership, improve services, and expand the value” of ICPSR membership, staff noted the following activities: the ICPSR Social Sciences Data Fair held in November 2010; monthly webinar series, and ongoing campus visits during which workshops on using ICPSR resources are conducted. Staff noted that the 2011 OR Meeting will fulfill this particular action item in October 2011, and the 2011 ICPSR Marketing Plan is guided by the membership direction overall.

Lastly, the action item, “build the data community and advocacy” was also satisfied these past few months by the 2010 Data Fair, and 2011 IASSIST contributions will support this effort in the spring of 2011.

### **II. Membership Activity and Utilization**

Membership continues to show net positive growth this fiscal year and has reached the 700-member level. Receipt of membership dues is running similar to previous fiscal years, and ICPSR has already met its membership revenue forecast. Utilization data for FY11 to date as measured by the Unique Users count (the count of active downloaders) looks on par with FY10. Since July 1, 2010, over 242,000 people visited the ICPSR Web site spending an average of 5 minutes on the site.

ICPSR has been active in the communications area releasing both the Fall and Spring Bulletins and the Autumn and Winter DataBytes e-newsletters since Council last met. ICPSR currently has 331 Twitter followers and 397 Facebook fans.

### **III. ICPSR Membership Outreach**

Staff reviewed the ICPSR Data Fair that took place November 8-11, 2010. The Data Fair was composed of 14 webcast sessions, each lasting approximately one hour in length. In total, 281 attendees representing 136 institutions attended the event. With some exception, sessions were presented by non-ICPSR staff patched in remotely from the offices of their institutions. The cost of the data fair was approximately \$205.

On January 12, 2011, ICPSR set several webinar records. In total, 754 individuals registered for and 535 attended a webinar titled: Guidance on Preparing a Data Management Plan. ICPSR also hosted a webinar on Inquiry-based Learning and the NCAA Student-Athlete Experiences Archive.

Staff noted that planning is well under way for the onsite 2011 OR Meeting, October 5-7, 2011, and for the celebration of ICPSR 50<sup>th</sup> Anniversary.

#### **IV. ICPSR Marketing Plan**

Staff indicated that the 2011 ICPSR Marketing Plan was assembled for the following purpose as articulated in ICPSR's Strategic Plan, Direction II: To enhance the value of membership in ICPSR and attract new members by providing high-quality, innovative, and responsive services and products. The marketing plan covers strategies that focus on new member acquisition, member outreach and community engagement, data user and member feedback, OR Meeting and 50<sup>th</sup> Anniversary events, external communications, and expanding ICPSR's reach. It was noted that the most significant challenge to implementing the marketing plan is limited resources (time).

#### ***Preservation and Access Committee***

**Council:** Francine Berman (Chair), G. Sayeed Choudhury, Paul N. Courant, Ann Wolpert  
**Staff:** Nathan Adams, Bryan Beecher, Nancy McGovern, Matthew Richardson, Mary Vardigan  
**Visitors:** Sami Borg, Hans Jørgen Marker

#### **I. Strategic Plan Progress**

Council reported that they were pleased with ICPSR's progress on its strategic plan. Collaboration with other organizations is good, but there should be a clear benefit to ICPSR when collaborating. It may be possible to "lend our name, but not our time." Council believes that there is an immense opportunity to "own" the leadership in the digital preservation and access space, especially given the new federal requirements regarding data management plans. ICPSR should serve as a "convener," bringing the community together to advocate for important social science and digital stewardship issues.

Council suggested setting aside some time (10 percent?) to devote to a single strategic idea. This will require ICPSR to move beyond the strategic plan to more specific "actionable tasks." These tasks would start with identifying current or future customers in the research community, developing services that they would find compelling, developing the "elevator pitch" to get them interested, and then determining the technology necessary to implement that service. What's the plan, and what technology do you need to accomplish the plan?

This discussion led to an action item for staff: Staff will discuss a strategic implementation plan for preservation and access including outreach and technology.

#### **II. Integrated Search Update**

Staff reported that the study search index now includes text documents (e.g., codebooks, questionnaires, user guides), not just the metadata records, and this has improved the search.

Some content now appears (correctly) in search results, and did not before. Staff also reported that they intended to explore the use of a thesaurus with the search to improve results even more. Council suggested a possible experiment comparing ICPSR search results to Google search results.

### **III. Google Analytics Report**

Staff walked Council through many Google Analytics reports related to the ICPSR Web site. Perhaps the most surprising fact is that over 60 percent of ICPSR's Web site users visited the site only once during the period of analysis (eight months). This drove a conversation about the need to identify the desired customers (and markets) that ICPSR wishes to reach, and how ICPSR might use the GA reports to measure success.

This led to an action item: Staff should develop a clear idea of existing and desired audiences for the purpose of informing ICPSR Web sites, activities, and services.

### **IV. TRAC Review**

Staff noted that ICPSR was committed to a TRAC self-audit, and then presented a new Web site intended to facilitate this self-audit. The site delineates three roles (editor, staff, public). The public can see most, but not all, of the content available on the site. Staff also reviewed for Council the two TRAC items for which they are accountable (A1.2: Necessary succession, contingency, or escrow plans; and A4.5, Commitment to monitor and bridging gaps in funding). It was noted that ICPSR is "mostly compliant" in both (a score of 3 on a 0-to-4 scale). These items will be taken to the Budget and Policy Committee for discussion.

## ***Training and Instruction Committee***

**Council:** Christopher Zorn (Chair), Rogelio Saenz, Barbara Schneider, Lori M. Weber  
**Staff:** Dieter Burrell, William Jacoby, Lynette Hoelter

### **I. Update on Strategic Plan**

This was addressed in the points made below.

### **II. Brief Overview of the 2011 ICPSR Summer Program**

- Three new four-week classes and nine new statistics short courses (including a three-day workshop on missing data offered in Bloomington) were added for this summer. There will be two courses at Berkeley, including a new mixed-methods course taught by John Creswell.
- There are currently 328 individuals registered, split between the four-week and the short courses. No unusual patterns are appearing in the registrations.

Before moving on to the action item, an update on Instructional Resources activities was requested and given. Highlights of the update included: the internship program was favorably evaluated by NSF but no decision about funding had been made (pending the government's budget finalization); presentations were made at the NSF PI conferences on Distributed Learning; Transforming Undergraduate Education in Science, Technology, Engineering, and Mathematics (STEM); and Ethics Education in Engineering programs; and the Online Learning Center and TeachingWithData.org continue to move forward with new resources and tools.

### **III. Action Item: Report on Summer Program Enrollment Patterns since 2004**

The Committee wanted a general sense of who is taking which courses, etc., which was displayed in a table on page 151 of the Briefing Book. Some notes about the raw figures:

- It appears that growth is in short courses with a small decline in enrollments in the four-week courses, but that is likely a result of more short courses being offered. Per-course enrollments continue to be fairly stable and new courses pick students up at a fairly steady rate.
- The fear that the short courses were taking away from the four-week sessions does not appear to be true. Enrollments in four-week courses have been declining slightly over the past three years (when tuition was flat), but overall they've been fairly stable. It is more likely that the increased short-course enrollment is helping to grow the program.
- Questions/comments about the figures presented:
  - There appears to be a difference between first and second sessions – the first seems stable and the second seems to be declining somewhat. This might be because students are choosing to attend only one session due to cost and they choose the first session, or that courses in the second session build on those in the first and students don't always need/want both.
  - Overall, it is difficult to draw conclusions from the raw numbers, and it would be easier to see ratios (# of students: # of courses).
  - Fluctuations in numbers also include students who hadn't been paying before (e.g., interns, scholarship students).
  - A question was raised about trying two-week courses, especially in the second session. The Program tried that (two courses) within the four weeks but enrollment dropped.
- There isn't solid data on who is taking what – students can register for a particular course but take a different one if it fits their interests/abilities better. Program staff can't really tell who leaves which course and goes to which other one.
  - Instructors do count attendance one day per week. If these counts are available from 2010, it would be good to compare attendance counts to registration numbers for the June meeting. This might show aggregate patterns (e.g., if 300

people enroll but 600 attend, one can guess that the average student is taking two courses). This would also show fluctuations.

- It doesn't really matter whether students take one course or three, as long as they are on campus and taking advantage of the services (same fee for one course as for multiple courses).
- It is difficult to know whether pricing is correct (getting the most utility for the money) until there is individual or course-level data.
- The desire is to see the Summer Program make a profit (or at least not incur a loss).
  - Some feel it is inappropriate to talk about profit/loss with regard to the Summer Program – membership funds always pick up part of the costs. The Summer Program has never been expected to make a profit before – if fee revenues don't match expenses, it has always been the responsibility of the consortium to make up the difference.
  - If the Summer Program has to break even or make a profit, then similar standards should be set for other member services (General Archive, CNS, etc.).
  - The organization shouldn't look at four-week courses in the same way as short courses – short courses should have enough people to break even.
  - Perhaps the Program should begin thinking about using technology for courses that have to be offered to keep the Summer Program's reputation but that don't enroll many students (e.g., Advanced Bayesian).
- Overall, the committee complimented the Summer Program staff for trying to get the budgeting in line with the rest of ICPSR and for providing data for the committee when requested.
- The Program should continue to think about technology/online courses. If some are tried, they should be offered in the summer to allow for direct comparisons (timing would be constant). It is important to be careful about offering "regular" Summer Program courses online, especially if a course is also offered in person, or the Program could be shooting itself in the foot. The Program should continue discussions toward piloting a course or two for Summer 2012.

## **March 2011 Council Meeting Action Items**

### **Budget and Policy:**

1. Develop a policy for letters of support on NSF grants.
2. Report to Council in one year on the implementation of the Policy on Data Access and Web site Support after the End of Sponsored Funding
3. Provide analysis of applicant pool in recent ICPSR hiring

### **Collection Development:**

1. Plenary at June Council meeting on cost models for archiving data for NSF grantees with reference materials distributed with the Council briefing book.

### **Preservation and Access:**

1. Staff will discuss a strategic implementation plan for preservation and access including outreach and technology.
2. Staff should develop a clear idea of existing and desired audiences for the purpose of informing ICPSR Web sites, activities, and services.

### **Training and Instruction:**

1. Staff will provide, if possible, weekly course-level head counts for four-week courses from both 2010 sessions.