

ICPSR Council Minutes March 6-7, 2014

Attendees

Council Members: Christopher H. Achen (Chair), Marilyn Andrews, Janet M. Box-Steffensmeier, Robert S. Chen, John Fox, Philip N. Jefferson, Carl Lagoze, Chandra Muller, Ronald Nakao, Rogelio Saenz (Past Chair), William Vega, and Linda J. Waite.

ICPSR Staff: Nathan Adams, JD Alford, George Alter, Rita Bantom, Shuming Bao, Johanna Bleckman, Dieter Burrell, Tim Bynum, Linda Detterman, John Garcia, Peter Granda, Lynette Hoelter, Susan Jekielek, Jared Lyle, John Marcotte, James McNally, Mark Thompson-Kolar, Michelle Overholser, Amy Pienta, David Thomas, and Mary Vardigan.

Guests: Bjørn Henrichsen, Director, Norwegian Social Science Data Services and Chair, Council of European Social Science Data Archives; Marvin Parnes, Managing Director, Institute for Social Research; and Matthew Woollard, Director, UK Data Service.

Director's Report

ICPSR Director George Alter welcomed new Council members to the March 2014 Council meeting. Minutes from the October 2013 Council meeting were reviewed, voted on, and accepted unanimously.

Alter began his Director's Report by noting that ICPSR membership currently stood at 751 with 29 members added and five members dropped so far in FY2014. The FY2014 membership revenues were forecasted to total \$3,600,000, but \$3,700,000 had actually been collected, with \$60,000 outstanding.

According to Google Analytics, from July 1, 2013–January 31, 2014, there were 191,467 ICPSR website visitors from the U.S., 9,620 from China, 7,602 from Canada, 5,389 from the UK, and 3,371 from South Korea. In terms of ICPSR's presence on social media, there were over 1,471 followers on Twitter, 1,022 Facebook fans, 191 YouTube subscribers, and 1560+ email subscribers.

Alter reported that for FY2014, the budget forecast was looking more positive than it had in October: while ICPSR had originally projected a budget deficit of \$639,000, it now looked as if the deficit would be in the range of \$442,000. Membership expenses were projected to be lower than originally budgeted.

Alter then reviewed the FY2015 budget. The current projection shows a total budget of \$19.3M (this reflects some double counting in the University of Michigan's system -- the actual budget is \$15.3M). ICPSR is currently projecting a \$1.3M deficit, driven in part by uncertainty in sponsored funding and indirect cost revenue. Alter noted that ICPSR's reserves were healthy and

that the organization was continuing to improve the outlook for FY2015 by pursuing several strategies: replacing sponsored projects that had ended; taking advantage of innovations, such as rich DDI and variable search; developing new revenue models such as the Virtual Data Enclave and openICPSR; and adjusting the staff to projects ratio.

Alter highlighted some key staff transitions. Searches were under way for a new Summer Program Director and Director of Computer and Network Services (CNS). Tim Bynum, Director of the National Archive of Criminal Justice Data, would be leaving in August 2014 and John Garcia, Director of the Resource Center for Minority Data, in December 2014.

Alter reviewed proposals that had been funded since October 2013 and highlighted the following with their respective principal investigators:

- Child Care and Early Education Research Connections (Susan Jekielek)
- Sharing Restricted Data for Secondary Research: Evolving Tools and Protocols (James McNally)
- Public Participation in the Arts (Amy Pienta)

Proposals that were submitted since October 2013 were also highlighted:

- Origins and Development of American Indian Health Disadvantages (George Alter)
- Knowledge Center for Geospatial Health Research and Big Data Infrastructure (George Alter)
- Creating an Infrastructure to Promote Data Sharing Among Biomedical Researchers (George Alter)
- Spatial Study of Chinese Religions and Society (Shuming Bao)
- Broadening Notions of Race and Language: Enriching the Research Process (John Garcia)
- Demographic Change in the Aftermath of War: Infrastructure and Analysis (Susan Leonard)
- Demographic Data Sharing in the Latin American Region (Mary McEniry)
- Drug Abuse and HIV Data Archive (Amy Pienta)
- Social and Environmental Resilience in the American Grasslands (Kenneth Sylvester)

Alter reported that the top five studies (measured in number of downloads) released in the previous six months (as of October 1, 2013) were:

- National Survey on Drug Use and Health, 2012 (SAMHDA)
- General Social Survey, 1972-2012 [Cumulative File] (ICPSR)
- Latino MSM Community Involvement: HIV Protective Effects (RCMD)
- National Survey of Substance Abuse Treatment Services (N-SSATS), 2012 (SAMHDA)
- National Crime Victimization Survey, 2012 (NACJD)

New studies available through the General Archive included:

- Korean General Social Surveys, 2003-2010 (8 studies)
- Colonial New England Probates, 1631-1776
- National Survey of Disaster Experiences and Preparedness (NSDEP), 2007-2008
- Institutional Data Archive on American Higher Education, 1970-2011

The Acquisitions unit had been active, writing 88 letters of support for NSF grant applications since 2011. So far 15 of those applications had been funded with some still under review. One PI had completed her project and had been in contact with ICPSR to discuss archiving.

ICPSR exhibited at several conferences and workshops:

- The Hispanic Association of College & Universities (HACU) - Chicago
- American Public Health Association (APHA) - Boston
- Gerontological Society of America (GSA) – New Orleans
- American Society of Criminology (ASC) - Atlanta
- Social Science History Association - Chicago
- Society for Social Work and Research (SSWR) – San Antonio
- Michigan State Diversity Fair – East Lansing
- Eastern Michigan University Diversity Fair - Ypsilanti
- Academy of Criminal Justice Sciences (ACJS) - Philadelphia

Three Webinars had been held since October with over 220 attendees:

- December 2 – 2014 Student Research Opportunities at ICPSR (24 attended)
- December 9 - Guidelines for OSTP Data Access Plans - Providing Public Access to Federally Funded Research (82 attended)
- February 26 - Resources for Health Research from ICPSR (180 registered)

New issues of *DataBytes* and the *ICPSR Bulletin* were sent out and promotional materials were refreshed.

Alter reported that the Summer Program was ramping up with 85 courses scheduled for 2014, including 43 four-week courses and 42 two- to five-day workshops. Workshops were to be held in Ann Arbor as well as outside of Ann Arbor with four in Amherst, MA, and Chapel Hill, NC; three in Berkeley, CA, and Montreal, Quebec; two in Boulder, CO, and one in New York City.

George reviewed the ICPSR Strategic Plan and ICPSR's goals for 2014:

Direction 1 -- Enhancing Our Global Leadership

-- 2014 Goal: Create a "How to build a repository toolkit"

Direction 2 -- Developing New and Responsive Products and Services

-- 2014 Goal: Develop new means of eliciting feedback from end users

Direction 3 -- Education

-- 2014 Goal: Develop new models for collaboration between the Summer Program and the archives by using ongoing research to influence course offerings

Direction 4 -- Organizational Capacity

-- 2014 Goals: Create new, more flexible workflows and develop ways to share and reward innovation

To support the Strategic Plan, ICPSR has set up a new internal committee structure to encourage more communication and innovation.

Alter reported that ICPSR had received a grant from the University of Michigan's African Social Research Initiative that it would use to assist in building a data archive in Ghana. ICPSR would be partnering with the Data Archiving, Management, Analysis and Advocacy (DAMAA), University of Cape Coast (Ghana), and DataFirst, University of Cape Town (South Africa).

Alter noted that some ICPSR staff were participating in working groups and interest groups of the Research Data Alliance, a new international organization with the mission of enabling open sharing of data. Along with co-leader Peter Doorn from DANS in the Netherlands, Alter had recently established an RDA Domain Repositories Interest Group.

Alter also demonstrated the China Data Center's U.S. Geo-Explorer which is under development.

To conclude the presentation, Alter announced that OpenICPSR, a new ICPSR service to provide open access to data, launched in beta mode in February 2014 with free data deposits for member institutions through July 2014. Other products related to openICPSR still under development include a service for institutional repositories and a service for journals. Alter summarized the differences across ICPSR data access models -- the ICPSR member archive, sponsored archives, and openICPSR.

Plenary "Research Transparency and Data Access"

George Alter began his presentation on this topic by stating that science is under attack and is being challenged by fraud and mistakes, concerns about publication bias, and political pressures. Sharing data and making them openly available can counter some of these forces.

Despite the fact that Congress, the White House, the press, and funders like NIH and NSF encourage and in some cases mandate open access, most data are not shared. ICPSR researchers have published a paper showing that shared data produce more publications, reinforcing the positive effects of data sharing.

There are several reasons that researchers do not share their data. The usual responses are that they do not have the time, the grant doesn't pay for it, the data will be used incorrectly, and others may "scoop" the researcher with his or her own data. ICPSR tries to emphasize that researchers will get credit for sharing, that more research will be done, and that transparency and replication are good for science.

Alter went on to highlight actions that professional associations and journals are taking to encourage data access and research transparency. The American Political Science Association has been a leader in this area, calling for both production transparency and analytic transparency. The American Educational Research Association (AERA) also stresses the importance of data sharing in its code of ethics. Alter presented examples of journals that are promoting the archiving of data underlying the articles that they publish to ensure replication.

There are limitations to requiring only the deposit of the replication dataset: production transparency is not guaranteed since only variables used in the analysis are included. ICPSR recommends that the original data and the code used to create the replication dataset also be deposited.

There is a movement to register pre-analysis plans, making hypotheses and analysis plans available before research begins. This prevents the fitting of the hypothesis to the data. Some journals in psychology and political science are promising publication based on pre-analysis plans.

Alter also underscored the value of data citation and described what ICPSR is doing to foster the use of data citation. A recent Sloan grant on “Building Community Engagement in Data Citation and Open Access to Data” has enabled ICPSR to award four challenge grants and to hold two stakeholder meetings. The first meeting was on the topic of “Data Citation and Research Transparency Standards for the Social Sciences,” and participants were social science journal editors. A key outcome of the meeting was a call to action for scholarly publications to commit to research transparency. The second meeting on “Sustaining Domain Repositories for Digital Data” also produced a call for change that over 20 repositories have signed and a related white paper urging support for domain repositories as essential components of data infrastructure.

Finally, Alter showed various ICPSR products and services designed to promote good data management and curation with an emphasis on openICPSR, ICPSR’s open access offering.

Budget and Policy Committee

Council: Christopher H. Achen, (Chair), Marilyn Andrews, Robert S. Chen, Carl Lagoze, Ron Nakao, and Rogelio Saenz (Past-Chair)

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

I. Financial and Administrative Issues

A. Financial Reports

ICPSR staff reviewed the process of developing the budget, discussed the preliminary financial projection for FY 2015, and reported on the financial displays found in the Council binder. The current draft budget anticipates a large deficit of \$1.3 million. The following factors were contributing to the budget deficit: an increase in overhead expenses (primarily building fund/rent and the I/O split which is an ISR Central Services

expense); staffing (a new Associate Director, staff whose support on sponsored activities had ended and who were now working on ICPSR-funded projects); and special projects (FLAME-File Level Archive Management Engine, an important IT project under way). Staff emphasized that this was a draft budget based on a conservative budgeting philosophy of not including any pending grants and having all positions 100 percent funded. Typically, however, terminations occur, job openings are not filled immediately, additional grants are received, and salary expenses on center-funded projects are reduced. Historically, the final budget presented to Council in May or June is significantly better than the draft budget presented in March. Staff assured Council that they were taking the projected budget deficit seriously and would be having further discussions to review and develop further strategies to reduce the deficit.

B. Personnel Update

Staff reported on the staffing/recruiting display found in the Council binder and reviewed the various components. There was a brief discussion regarding open and closed positions, and Council reemphasized the importance of focusing on diversity during the recruitment and selection process for all positions. Staff requested that Council assist in recruiting by providing names of potential candidates and suggestions on recruitment sources.

C. Diversity Plan Update

Staff reported on the Strategic Diversity Plan display found in the Council binder and briefly reviewed the various categories. Council strongly supports this plan and encourages staff to continue the variety of diversity activities.

II. Governance Issues

A. Strategic Plan Update

Staff briefly reviewed the implementation of the new Strategic Plan and highlighted plan updates as detailed in the Council materials.

B. Cash Reserve Policy

Staff reported on the Cash Reserve Policy, which was originally the result of an action item from the June 2013 Council meeting and was discussed at the October 2013 Council Meeting. Staff shared an outline of a draft policy and provided options on calculating a minimal reserve amount. After a lengthy discussion the Cash Reserve Policy was revised in the committee meeting and then approved by Council as presented during the committee reports.

C. Bylaws

Staff reported on the proposed revisions to the ICPSR Bylaws as referenced in the Council materials. Changes to the Bylaws were undertaken to align the document with current practices and in some areas edits were made to provide greater clarity. After a lengthy discussion Council voted and approved the new Bylaws.

D. Policy on Co-distribution of Data

Staff reported on the Policy on Co-distribution of ICPSR Member-Funded Data as referenced in the Council materials. The policy focuses on ways to respond to requests for co-distribution arrangements for archived data collections. A revision to the policy was made to ensure that requests were consistent with the ICPSR mission, and the Co-distribution Policy was approved by Council.

III. Projects

A. Grant / Contract Applications Submitted September 2013-January 2014

This information found in the Council binder was referenced during the Budget and Policy committee meeting.

B. Grant / Contract Awards Received September 2013–January 2014

This information found in the Council binder was referenced during the Budget and Policy committee meeting.

Collection Development Committee

Council: Marilyn Andrews (Chair), Carl Lagoze, Chandra Muller, Ron Nakao, William Vega, and Linda J. Waite

Staff: Johanna Bleckman, Linda Detterman, Wendi Fornoff, John Garcia, Peter Granda, Amy Pienta, and Matthew Richardson

Guests: Bjørn Henrichsen, and Matthew Woollard

I. Strategic Plan Update

Staff presented an overview of two initiatives already under way in connection with the new ICPSR Strategic Plan: 1) A pilot project to integrate geographic information system (GIS) data into ICPSR workflows, and 2) Creating a partnership for building a data archive at the University of Cape Coast, Ghana.

Other initiatives regarding GIS data currently in progress in Europe were also mentioned, including the increasing use of geographic data and mapping facilities in connection with the

European Social Survey and EDINA at the University of Edinburgh, which delivers geographically-oriented online services and tools to benefit students, teachers, and researchers in the UK.

II. Update on openICPSR

Linda Detterman described the development of openICPSR and distributed a new promotional brochure about the service. She reported that since openICPSR debuted at the October 2013 OR Meeting with much interest, it has undergone further development and usability testing. The data sharing service had a soft launch to member institutions on February 18, 2014, with a full launch expected the week of July 7, 2014.

After recent communications from some Official Representatives, staff felt the need to explain more fully the \$600 fee for the self-deposit package and, in particular, that the fee should be written into grants and not be the responsibility of any member institution. PayPal will be used to collect the fee. For those researchers who wish to take advantage of the professional curation package, any type of payment will be accepted with the amount determined through discussions between ICPSR and the data producer.

The introduction of openICPSR generated considerable discussion on the basic ICPSR membership model. The long-term rationale for membership has centered on access to all of the data holdings along with discounts for Summer Program attendance and ongoing user support. The notion was raised that ICPSR might want to put greater emphasis on curation rather than access in justifying membership in the future. One suggestion was that researchers from member schools who wanted full curation of their data along with open access would get a discount compared to the amount charged to researchers from non-member schools. Another suggestion was to use the open access requirement as a possible negotiating strategy to persuade non-member self-depositors to consider having their institutions join the Consortium.

Based on current estimates ICPSR believes it needs to acquire 50-100 self-deposits at the current rate to sustain the costs of running this service. The next step in the development of the service is to create subscriptions for journals and institutional repositories, which might include special “branded” web pages, with the expectation that this enhancement might produce greater revenues.

Council asked staff to consider and implement strategies that would maintain a tangible benefit for the membership as the openICPSR service is rolled into production and then further developed.

III. Report on General Archive

Staff updated the committee about the activities of the General Archive processing group which produces all member-sponsored data collections. The group organized a brown bag presentation for ICPSR staff in February and detailed in particular all the work they have done to create standardized processing history files. These files describe in detail all the processing steps from the arrival of a new data collection to its release to the user community.

IV. Future of Replication Data Archive

With the introduction of openICPSR, the committee discussed the future of the replication data archive. Since openICPSR will entail minimal charges for data deposits, it is also expected that in future similar charges will be applied to replication datasets. In the near term ICPSR also plans to offer branded institutional products for journals which, upon payment of an annual fee, will allow a journal to display links to all the datasets that were used in their published articles.

Council thought that the branded journal page was the ideal place for holding future replication datasets instead of the current replication archive which is free to all. Council stressed the importance and continued relevance of discovering the copyright status of replication material. They suggested that ICPSR do more than just use a check box on a web form to ascertain this information.

V. Discussion of Future Acquisition and Curation of Datasets Distributed by US Government Agencies

Council underscored the importance of access to good government microdata and its accompanying metadata. They suggested that staff, in certain cases, create metadata records but simply point to the data held elsewhere. They also highlighted the importance of longitudinal datasets and recommended performing a scan of the government holdings other archives possess so that ICPSR can better prioritize what it collects. Council also emphasized the importance that government data collections might have for online teaching and undergraduate instruction. They suggested a possible project in connection with Social Science Data Analysis Network (SSDAN). This could be marketed as another value-added product for the membership.

Membership Services Committee

Council: Marilyn Andrews (Chair), John Fox, Philip N. Jefferson, and William Vega

Staff: Johanna Bleckman, Linda Detterman, Lynette Hoelter, David Thomas, and Mark Thompson-Kolar

I. Orientation to the Member Services Committee

Staff provided Council members an orientation to the committee, which promotes and monitors the Consortium's efforts (1) to identify and attract new kinds of members and new constituencies within member institutions and organizations; (2) to design and deliver expanded services to members and their representatives; and (3) to develop a strong community that consists of ICPSR members and others in the broader world of education, science, and public policy. The committee members typically review and make recommendations regarding Membership "health" and growth, outreach efforts, Instructional Resources unit plans, Resource Center for Minority Data (RCMD) plans, and other recurring topics such as new product development and the annual marketing and communication plan.

Staff members explained that the committee had been closely aligned with Direction 2 of the prior ICPSR Strategic Plan, but that no longer is the case after introduction of the updated Strategic Plan.

Membership and Marketing Director Linda Detterman provided an explanation of how ICPSR's pricing structure corresponds with the Carnegie Classification System as it existed in the early 2000s. Subsequent alterations to the Carnegie System rendered it less useful for ICPSR's purposes. To ensure a clear structure for ICPSR pricing, the former Carnegie System has been retained.

A. Strategic Plan Orientation

Staff updated Council members on the introduction of the ICPSR Strategic Plan in Fall of 2013. ICPSR has been organizing implementation (tactics) and identifying actions to complete or nearly complete in 2014. Staff are defining "rough ideas" and identifying related costs and resources. These "rough ideas" and corresponding Strategic Plan Directions are as follows:

Direction 1 – Global Leadership

Foster the creation of new data repositories. Rough Idea: Build a "How to build a repository toolkit" as an online or printable guide, with a target audience that includes organizations within or outside the US that want to build data archives.

Direction 2 – New Products and Services

Develop new means of eliciting feedback from end users. Rough Idea: Compile a "research team" within ICPSR that is consulted to support data collection needed to facilitate Directions 1, 3, and 4, and other ICPSR projects. There was discussion about types of feedback currently ICPSR receives.

Direction 3 – Education

Develop new models for collaboration between the Summer Program and the archives by using ongoing research to influence course offerings. Rough Idea: Set up a recurring (annual) initiative designed to explore Summer Program course possibilities for development.

Direction 4 – Organizational Capacity

Technological goal: Create new, more flexible workflows. Rough Idea: Establish minimum processing steps, and explore transition to a central solution to manage processing workflows.

Organizational goal: Develop ways to share and reward innovation. Rough Idea: Understand successes and barriers to innovation within ICPSR and identify rewards for innovative teams.

II. Membership Status Update

Membership had a net addition of 24 members since the start of the fiscal year, reaching a current total of 751. Receipt of membership dues was running ahead of both FY2013 and FY2012. It was noted that revenues received in FY2013 totaled \$3,738,000, which surpassed the forecast of \$3,510,000, and that ICPSR collected 98 percent of its invoiced membership fees. Users from the US (191,467) remain the primary users of the website, followed by China (9,620) and Canada (7,602), as indicated by Google Analytics. Feeds from two popular Chinese social

media sites, Douban and Renren, were the second- and third-highest feeders to the ICPSR website (behind Facebook).

Staff discussed FY2014 percentage market share and categorization of member institutions. A brief history of membership categories including Extensives, Intensives, Masters, BAs, Associates, and others, along with corresponding pricing, was provided.

There also was a discussion during the meeting and again with the full Council about whether sponsorships by software companies or publishers would be something ICPSR should consider in the future.

III. Member Outreach Activities

Staff described the Welcome Back initiative, which is part of ICPSR's ongoing support for diverse representation of members within the Consortium. Former members were invited back with an 18-month complimentary membership. Of the 12 institutions included, six accepted: Dillard University, West Virginia University, Jackson State University, North Carolina Agricultural and Technical State University, Xavier University of Louisiana, and Morgan State University. Notably, all five of the institutions with HBCU status sent representatives to the 2013 ICPSR Meeting of Official Representatives.

Since the last meeting ICPSR had been active in communication efforts, attending (exhibiting at) nine conferences, visiting a member campus, and conducting three webinars (with over 220 total attendees). ICPSR currently had 1,471 Twitter followers, 1,022 Facebook fans, 191 YouTube Channel subscribers, and over 1,560 email list subscribers. The *Guidelines and Resources for OSTP Data Access Plans* Webinar presentation had received over 660 views on Slideshare.net. Additionally, the *ICPSR Bulletin*, Fall and Winter *DataBytes* newsletters, updated *Strategic Plan*, and the FY2013 *Annual Report* were published, and the series of promotional brochures was refreshed with new content and modern appearance. A copy of the March 2014 Membership and Holdings *Dashboard* was distributed to the Council members.

Membership and Marketing Services has had significant involvement in the development of the openICPSR service, which launched in February 2014. Staff took part in product development and promotion, ensuring that the membership has a voice in openICPSR.

IV. 2013 OR Meeting in Review

An overview of the 2013 Official Representatives Meeting was postponed, with the assent of Council Members, until the Council Meeting in June.

V. Instructional Resources Update

Staff briefly described the history of the Instructional Resources (IR) department. The unit generally focuses on two "products" -- Data-Driven Learning Guides (DDLGs) and TeachingWithData.org (TwD) -- with some responsibility for several smaller projects. Initiatives reviewed included:

- Presentation (invited) to high school social science teachers, who represent a potential opportunity for outreach to a new audience for ICPSR
- Involvement in the 2014 Internship Program, which will have the largest number of interns since the research project component was included
- Involvement in the 2014 Student Paper Competition, which had received 13 entries
- Production of a DDLG about romance (homogamy), made available the week of Valentine's Day 2014, bringing the total number of DDLGs to 52
- Staff plans to attend a Google MOOC titled "Making Sense of Data"

A discussion of future IR steps was postponed, with the assent of Council Members, until the Council Meeting in June.

VI. RCMD Update

Staff reviewed activities of the Resource Center for Minority Data (RCMD). The current focus is to increase the availability and awareness of data focused on underrepresented populations. Through this increased awareness, the goals are to show an increase in the usage of the RCMD data holdings, and establish working connections with the research community and institutions conducting research through outreach activities. Recent accomplishments included:

- Expanding the REU-funded Summer Internship to accept eight interns; 224 applications were received
- Providing and promoting the RCMD Research Paper Competition, for which two entries were received, up from one in 2013
- Providing the RCMD OR Sabbatical; application due date was end of March 2014
- Traveling and outreach efforts, including John Garcia's attendance at the HACU Workshop in October 2013 and his talk in February with graduate students at Texas A&M

Preservation and Access Committee

Council: Carl Lagoze (Chair), Christopher H. Achen, Robert S. Chen, and Ron Nakao

Staff: Nathan Adams, Jared Lyle, and Mary Vardigan

Visitors: Bjorn Henrichsen and Matthew Woollard

I. Welcome to the Committee

The committee reviewed its charge, which is to advise on preservation and access issues and the technologies necessary for the ICPSR repository to fulfill its preservation and access missions effectively. Some of the areas covered by the committee were noted and discussed.

It was pointed out that ICPSR had just completed a transition to registering Digital Object Identifiers (DOIs) for its data through DataCite. The DOIs currently are assigned to studies, and studies may have multiple datasets. ICPSR's long-term goal is to move to a system of dataset-level DOIs and corresponding metadata. A suggestion was made to explore Archival Resource

Keys (ARKs), which provide some hierarchy in identifiers and could represent the study-dataset relationship. Council noted that moving to dataset-level identifiers, which is a big step since there are currently over 65,000 datasets in the holdings, would require landing pages for each dataset.

II. Update to Strategic Plan

The Preservation and Access Committee has traditionally reported on progress related to the Leadership direction of the ICPSR Strategic Plan, which in the new plan focuses on “Enhancing Our Global Leadership.” Staff described a project to create a Guide to Building a Data Repository, which may take the form of an online and/or printable guide much like the Guide to Data Preparation that ICPSR has maintained for many years. This Guide could be the basis for courses and/or fee-based consulting with organizations.

Council suggested that the website of the International Household Survey Network (IHSN), funded by the World Bank to facilitate access to data in developing countries, would be a good resource for information related to establishing repositories. Also, the UK Data Archive offers a course on “How to Set Up and Run a Data Service,” the syllabus for which may help to inform the Guide.

There was considerable interest in the idea that ICPSR could offer fee-based consulting as a new revenue stream. Currently the organization advises others on a range of issues related to archiving but does not charge money for this service. As an action item for the next meeting, Council requested that staff prepare a report describing what fee-based consulting might look like for ICPSR.

On the topic of consulting, a suggestion was made that ICPSR staff could serve as auditors to certify trusted digital repositories, which could also generate revenue. This would need to be approached carefully, however, because it might be viewed as a conflict if ICPSR were advising on how to set up an archive and then was involved in actual audits.

Other possible audiences for fee-based consulting suggested by Council were large project-oriented archives and the cultural heritage sector.

III. TRAC update

ICPSR has participated in multiple certification efforts in the past. Since the first test audit in 2006, the internal benefit to the organization in terms of improving processes and procedures has declined with each assessment. ICPSR is currently engaged in a self-assessment against the ISO/DIS 16363 (former Trusted Repositories Audit and Certification, or TRAC) requirements. Staff asked Council for advice on how much time the organization should invest in this extensive self-audit and whether the organization should move toward full certification, which would involve an onsite audit. In response, Council advised that ICPSR should stay ahead of the curve

because at some point funding agencies may require deposit of data in certified trusted repositories. Council suggested that the organization continue to “track TRAC” at 95 percent and position ICPSR to go for full certification if it becomes advantageous. Council also requested as an action item a report on the cost of TRAC so far and the costs to obtain full certification.

The point was made that as a leader ICPSR should continue to be involved in the area of audit and certification in general. There are advantages to many of these efforts. The Data Seal of Approval (DSA) was discussed as a pedagogical tool that is useful in demonstrating the value of repository assessment and transparency across a spectrum of institutions. CESSDA is using the DSA guidelines to help its new members to interoperate and to develop common objectives and standards.

IV. Data Curation Course Update

For the third year, ICPSR will offer a data management and curation course as part of the Summer Program. The 2014 course will focus on “Curating and Managing Research Data for Re-use” with instructors Jared Lyle (ICPSR) and Louse Corti and Veerle Van den Eynden (UK Data Archive). This is a natural partnership, bringing together expertise from ICPSR and the UKDA in curating quantitative data as well as the UKDA’s extensive experience with qualitative data. The audience for the course is primarily data archivists and librarians and some post-docs. Council suggested that we might look at reaching out to the digital humanities as they have curation needs as well.

To extend the Summer Program track on data management and curation, Council suggested a new course based on J. Scott Long’s book *The Workflow of Data Analysis Using Stata*. Another possibility is a course around the work of Richard Ball and Norm Medeiros, both of Haverford College, on Teaching Integrity in Empirical Research: A Soup-to-Nuts Protocol for Documenting Data Management and Analysis.

V. ORCID Update

ICPSR is interested in engaging with the Open Researcher and Contributor ID (ORCID) initiative, a means of uniquely identifying researchers, and has integrated the option to authenticate using ORCID into the OpenICPSR service. Council supported this work and suggested that ICPSR continue to explore new ways to work with ORCID.

VI. DDI Update

Council briefly discussed the Data Documentation Initiative, a structured metadata standard for the social sciences, and ICPSR’s role in DDI since its inception. Council voiced support for this work, which can be viewed as an example of the type of global leadership articulated in the Strategic Plan.

VII. Metadata Portal Project

The NSF-funded Metadata Portal project is an effort to enhance the documentation for the American National Election Studies (ANES) series and the General Social Survey (GSS) with structured DDI markup and to showcase the functionality that is possible once such enhanced documentation has been created. There was little time for a discussion of this project, but Council found it interesting and underscored the need for it.

VIII. FLAME Update

Staff introduced this topic by pointing out that ICPSR's information technology systems have evolved over several decades to support changing organizational structures, strategic directions, and archival practices. This has resulted in systems that do not have the kind of flexibility that the organization requires, so ICPSR is currently undertaking systems architecture revitalization. ICPSR is looking to migrate from its legacy systems to a simpler repository structure. This will result in a more flexible workflow that will enable ICPSR to deal with new types of data. Part of this change involves moving away from viewing ICPSR's digital assets as multi-part studies to managing at the object level.

OpenICPSR, which is system-independent and operates in the cloud, is the first demonstration of this project. The approach is to start simple and to enhance the feature set over time, bringing on new ICPSR archives as they see the value offered by the new and improved system and then decommissioning legacy systems.

Summer Program Committee

Council: Rogelio Saenz, (Chair), Chandra Muller, and Linda J. Waite

Staff: Dieter Burrell, Edward Czilli, John Garcia, and Henry Heitowit

I. Report on Transition of Director and Interim Director

John Garcia, Interim Director of the Summer Program, reported on the transition activities from November to the present as Bill Jacoby prepared to leave his position as Director. This involved a debrief on the status of courses/workshops for the summer 2014 schedule including pending issues of course assignments and instructors. Since then Garcia has been finalizing the schedule, adding instructors, and assessing TA needs. Garcia also described the marketing campaign, which utilized listservs and email to announce the Summer Program and tailored announcements to different constituencies. Overall, his presentation was designed to bring the committee up to date with the current status of the Summer Program.

II. Summer Program Implementation of New Strategic Plan

The Summer Program has a strong connection with Direction #3 of the new Strategic Plan -- the education component. The Direction 3 goal for 2014 is to develop new models for collaboration between the Summer Program and the archives by using ongoing research to influence course offerings. To that end, Garcia met with each archive director individually and discussed their plans for workshops for 2014 and the future. As a result, the Child Care Archive's Measures of Effective Teaching project and the National Addiction and HIV Data Archive Program (NAHDAP) planned to hold workshops. The intent is to conduct similar conversations for subsequent summers. For example, the Data Sharing for Demographic Research (DSDR) archive had no immediate plans, but in their most recent grant for refunding, they proposed workshops in 2015 and 2016.

In terms of diversity, the Program continues to identify prospective women and minority researchers to participate as instructors and TAs. In addition, the Program has organized a workshop on multi-racial/ethnic groups and their political behaviors, as well as how to conduct a collaborative research program. Finally, the Program is increasing the number of presentations in the Blalock Lecture Series highlighting research on race and ethnicity.

III. Updates on the Schedule for the 2014 ICPSR Summer Program

Staff reported on the opening of the Summer Program registration portal on February 10 and current registration levels and provided a listing of the short courses and four-week offerings for Summer 2104. They noted a new joint SRC-ICPSR initiative to offer a five-day workshop targeting nursing researchers.

IV. Actions on Post-MIPs and Added Scholarship/Fee Waivers

Staff reported on the phasing out of MIPs and post-MIPs, which were directed largely to ICPSR federation members. These fee waivers were used for the last time in 2013. Discussion turned to some new scholarships – specifically, the National Black Graduate Student Association (NBGSA) and Hanes Walton awards and the marketing strategies to promote them. It was also reported that even though the Summer Program lists the scholarships on its web page, the selection and review of the applicants would be conducted by committees of the National Black Graduate Students Association and the National Conference of Black Political Scientists. The Summer Program staff sought clarification and suggestions from the Council about the operationalization of implementing the scholarships targeting underresourced institutions. After some discussion, a decision was made to take this issue to the full Council for guidance.

V. Report on Summer Program Review of MOOCs and Online Courses

Two documents were shared with the committee: a recent annual report found in the *Chronicle of Higher Education* on the status and assessment of MOOCs (Massive Open Online Courses) and a report prepared by Hank Heitowit outlining major factors to consider in exploring this instructional option.

Much of the discussion centered on the impact of offering MOOCs within the structure of the Summer Program, taking into account the resources required and how MOOCs might affect the quality of the program. There was some agreement that exploring smaller online courses, modules, or resources made more sense for the Summer Program than MOOCs. There was some skepticism as to the benefits of such alternatives. The committee expressed a need to get a clearer sense of what objectives would be met if the Program delved further into this area of alternative modes of instruction. The committee and staff saw this area as one requiring further discussion and exploration.