<http://www.catholicresearch.net>

CRRA Five year Strategic Planning Task Force
Agenda and Minutes

Thursday September 22, 2011
Noon – 1 p.m. Eastern, 11:00 a.m. – Noon Central
Audio call-in: 1-866-469-3239   Attendee access code: 216 605 75

1. Welcome, introductions (roster below) – Lorraine Olley, chair (15 minutes)
Present: Jonathan Bengtson, Stephanie Clark, Ann Hanlon, Pat Lawton, Diane Walker, Tom Wall, Ingrid Hsieh-Yee, Jennifer Younger   (Joe Lucia, Terry Ehling)

2. **Review Task force listserv and website – Pat Lawton (10 minutes)**
   - crra-5yr-plan-tf@listserv.nd.edu
   - <http://www.catholicresearch.net>
     1.   Click on "Login to Admin Area"
     2.   When prompted, enter user name of "catholic" and password of "portal"
     3.   Select "Documents"
     4.   Select "Five Year Strategic Plan Task Force"
     5.   The Task Force folder includes agendas, timeline, and other documents related to setting up the task force. The *Strategic Plan: Goals for 2011-2012,* which might be of interest is in the folder labeled Strategic Objectives and Planning Documents in the subfolder *2011-12 SJU Philadelphia/.*

Observations and comments:
   - Everyone can send messages to the task force list. Messages are archived and can be accessed for future reference. To access the list archives: Subscribers can go to listserv.nd.edu and click on the link for Online List Archives. They will need to log in, but then they can scroll down to the list they are a subscriber on to see the archives. If the subscriber does not have a listserv account, they should click "get a new Listserv password" on the login page. Once that process is complete, they can access the List Archives. C*ontact Pat with questions.*
   - Task Force names and links to members are under "Contact" on the CRRA website
   - Task Force documents are accessible in Admin Area in folder for Five year Strategic Planning TF
   - Calendar (on website) shows all CRRA meetings as well as others of possible interest

3. Review and approve the proposed time line for developing the plan – Lorraine Olley (10 minutes)
   (A revised Task Force Timeline is attached and accessible as noted above)
Lorraine reviewed the time line.   One activity was added for October/November: Send a draft report with key directions and questions for Board input to the Board prior to its December 13-14 meetings.

4. Identify key questions around which to invite member input – Lorraine Olley (25 minutes)
Comments and questions from the discussion follow:
   - We should consider expanding scope of the Catholic portal to be at the top of the list.
   - Important to create community for contributors and users.

- Use multiple strategies to create community, to promote communication of and about Catholic research
- Is the CRRA's real mission to develop the portal or broader? What are the ways in which the CRRA can carry out its mission? Ask members how do you see the CRRA carrying out its mission of advancing Catholic Studies?
- Many institutions won't necessarily have capacity to contribute to the portal. What support will CRRA supply to these under-resourced institutions? To what extent can we build community "beyond the portal?"
- A portal can be manifested in many ways. If user friendly, researchers and students might want to "come into the community," a digital commons. In addition to collection of collections, portal could have areas for profiles, etc. for showcasing scholars, sharing research interests, and collaborating. A scholars' collaboratory could be a direction, not away from content but in addition to collections & content.
- In all of what are trying to do, who might we work with? Other library and archival associations? Scholars and scholarly professional associations such as ACHA, academic departments
- Does CRRA have an interest in joining or affiliating with other groups, such as the National Digital Stewardship Alliance, or setting up other kinds of relationships? Preservation is a shared interest. Other groups?
- Need and want more information on current use, by whom, for what, their success; possibly a survey on the site?
- On statistics, the goal is to turn the raw data from the Web server statistics into more useful information to committees and this task force. Pat and Eric will share their first draft with the task force
- What about continuing education for CRRA members on issues such as digitizing content? Members are seeking collaborative opportunities within the Catholic communities of libraries and archives, as additional opportunities, not to exclude other collaborative opportunities
- What about access to the portal? The majority of TF members endorsed free access to the basic resource with possible options for other charges. Is this something to inquire of members? Issue of charging is related to tools we build around what we have, e.g., ability to analyze full text collections in ways that can't be done otherwise and there are issues around maintaining the tools. Models where institutions subscribe or underwrite so information, encyclopedias, etc. can be freely accessible.
- Sustainable business model calls for diversified income stream from membership dues, external funds and/or charges for use of tools and/or premium services.
- What level of funding is, and will be, needed for supporting portal access and services? What amount of endowment is needed? Need to project current and future costs for developing and maintaining portal access and services.
- Content and community schema as foundation for discussion.

5. Wrap up, suggestions for agenda for next meeting on Thursday October 6 – Lorraine Olley (5 minutes)
Lorraine suggested discussion continue at the next meeting around the schema of "Content and Community." She asked about plans for attending the symposium at Duquesne. Jonathan, Pat, and Jennifer will be there. Ingrid, Tom, and Diane are not sure. Ann will not be there.

Five Year Strategic Planning TF roster
1. Jonathan Bengtson, University of St. Michael's College and member, Scholars Advisory Committee
2. Stephanie Clark, Georgetown University and member-at-large
3. Terry Ehling, CRRA Strategic Consultant
4. Ann Hanlon, Marquette University, member of Digital Access Committee
5. Pat Lawton, CRRA Digital Projects Librarian
6. Joe Lucia, Villanova University and Board member
7. Lorraine Olley, University of Saint Mary at the Lake/Mundelein Seminary and member, Collections Committee
8. Diane Parr Walker, University of Notre Dame and member-at-large
9. Tom Wall, Boston College and Board member
10. Ingrid Hsieh-Yee, The Catholic University of America and member-at-large
11. Jennifer Younger, CRRA Executive Director