

# Minutes of the Lever Press Oversight Committee Meeting

June 19, 2017

Present: Andy Ashton, Marta Brunner, Dalia Corkrum, Mark Edington, Terri Fishel, Bryn Geffert, Marjorie Hassen, Kevin Mulroy, Mike Roy, Peggy Seiden, Charles Watkinson, Rebecca Welzenbach

Absent: Jonathan Miller, Mary Francis

## Approve Minutes

The minutes of the May 22 meeting were approved.

**Action Item: Becky Welzenbach will post the minutes to the Lever Press website.**

## Report from Ops group

### Conflict of interest forms

Becky Welzenbach reported that since at a previous meeting the OC voted to adopt the Conflict of Interest policy, the next step is for everyone to actually complete a Conflict of Interest form, indicating roles of responsibility, influence, and authority that may potentially cause conflicts of interest with their role in Lever Press. As a reminder, because of the nature of Lever Press we expect that in fact most people will have potential conflicts of interest. We'll complete these forms once per year. Watch your email for one of these from Becky.

### Logistics for August face-to-face meeting

Becky Welzenbach asked OC members to go ahead and book their flights, and to inform Becky and Chris Butchart-Bailey of plans when they are known. Chris will then arrange for travel from the airport to campus and for hotel reservations at (we think) The Graduate Hotel. Arriving in the afternoon (3-4 p.m.) on August 7 is ideal. OC members are encouraged not to fly out before 2 p.m. on August 8. noted that Chris Butchart-Bailey at Michigan will make hotel arrangements here in Ann Arbor. Mike Roy reminded the group that OC travel is at their own expense. Terri Fishel noted that there are already flight delays and cancellations starting to crop up--book and plan early!

## Editor Search

Mark Edington reported that three candidates for the Amherst College Press/Lever Press senior editor position will interview on campus at Amherst the week of June 27. He reminded us that OC members are invited to participate remotely in an afternoon session if they are available. Application materials have been shared with everyone. We hope to make an offer and hire quickly enough that the new editor may be able to attend the face-to-face meeting in August.

## Acquisitions Report

### Quarterly Acquisitions Summary

Mike Roy reminded us of the process: Mark Edington tracks projects through the acquisitions process using Asana, and once per quarter, Mike counts up the cards and summarizes them in a spreadsheet, available [here](#). In the second quarter of 2017, we see 10 additional projects coming into the system, and one work 1 has shifted into the peer review process.

Note that for this report, the numbers in the column for each quarter are a snapshot of the present state of things, over all. Things will shift from quarter to quarter--i.e., if many works move into the review phase, it may appear that the number of projects proposals received has dropped. The report shows only where every project is at a given moment in time. The "dropped from consideration" row roughly suggests a rejection rate. Projects can be moved to this column at any point in the process--upon receipt of a proposal, after review, etc.

Dalia Corkrum noted that it would be valuable to share a report like this at the Oberlin Group Directors meeting in October, which will be the next major opportunity to meet with pledging library directors in person.

### Report on the Special Collections channel

Bryn Geffert reports that he contacted both the Oberlin Group Directors email list and archives/special collections email list to make them aware of opportunity to propose work to Lever Press. No responses. Kevin Mulroy has asked their director of Special Collections to spread the word at RBMS. He will try to get the PIs of the Digitizing Hidden Collections grants on board. Another suggestion was made to look at the Independent Research Libraries Group, as well as a reminder that all OC Directors should address their own special collections librarians. Peggy Seiden reminded us that it's mostly visiting scholars--not local ones--doing summer research in archives and special collections.

**Action Item: Bryn Geffert and Mike Roy will work together on a list of specific heads of archives and special collections heads to reach out to.** (Dalia suggested that Peg Seiden work with them because of her experience with special collections)

## Next Channel to Tackle

Reminder that we'll want to report out on one of these topic areas every month--thinking about an acquisitions strategy for each. This is an opportunity for OC members and Ed. Board members to collaborate. The August face-to-face meeting will provide an opportunity to get started.

**Action Item: At the July OC meeting, Mike will lead brainstorming and discussion about the Lever Texts channel.**

## Reports from Task Forces

### Communications

Terri Fishel reported that the Peer Review Webinar held on June 7 had 39 participants--half a dozen were not from pledging institutions. She can share a list of participating institutions. The session was recorded and they are doing some clean-up on the youtube video -- doing some final clean up on the video. A student at Macalester is working on captioning and transcript. She reminded us, too, about the draft LibGuide that she has created and shared as a way to track communications about the landscape for Open Access publishing. Feedback, additions, and changes are encouraged! The LibGuide will live within Macalester's system, but it is publicly viewable to anyone, and she can add editors from elsewhere. The guide can also be copied/duplicated in other libraries' LibGuide systems. Terri asked whether the Comm. task force should also tweet/post to facebook encouraging people to submit to Lever, with a link to the proposal form. Becky W. asked that we wait to do this until the transition to Submittable is complete, so we're sending people to the best form. New topics for future webinars are welcome--brainstorming topic for August meeting.

### Sustainability

Mike Roy reports that the committee met, but he proposes to wait and discuss in August.

Mike Roy invited anyone to contribute any additional new business to the conversation, or to propose topics for a future meeting. Hearing nothing, the meeting adjourned about 10 minutes before 5 p.m.