Plenary 4 Council meeting – 23 Sept 2014
2:00-3:30

PARTICIPANTS

Council members

- Fran Berman, Professor of Computer Science, Rensselaer Polytechnic Institute
- Patrick Cocquet, Chief Executive Officer, Cap Digital
- Tony Hey, Vice President, Microsoft Research Connections
- Kay Raseroka, Independent consultant and Trainer, IFLA Building Strong Library Associations
- Doris Wedlich, Chief Science Officer, Karlsruhe Institute of Technology (KIT)
- Ross Wilkinson, Executive Director, Australian National Data Service
- John Wood, Secretary General of the Association of Commonwealth Universities

Others

- Juan Bicarregui, RDA OAB Co-chair
- Hilary Hanahoe, RDA Secretariat
- Mark Parsons, RDA secretary General
- Beth Plale, RDA TAB Co-Chair
- Walter Stewart, RDA OAB Co-chair
- Andrew Treloar, RDA TAB Co-Chair

AGENDA, NOTES, DECISIONS & ACTIONS

1. Report on post-Paris outreach and engagement activity presented by the chairs of the OAB (see Files 01a-c) — 10 min
   a. Report accepted
2. TAB report on outputs and adoption (see File 02) — 10 min
   a. Report accepted
3. Secretary General report (Files 03a-d) — 20 min
   a. Report accepted
4. Budget and operational plans

ACTION Ross: draft a letter from Council / Board of Directors to send a clear message to current funding agencies (Clare, Carlos & Irene) with the issue clear and what the impact and exact consequence of the problem is. Include momentum, progress, investments to date.

ACTION Ross, Fran & John: to speak to Clare, Irene & Carlos about this letter.

ACTION Ross & Fran: to speak to Sloan (Josh) and NIH (Jenny) to engage with Carlos, Irene & Clare

5. Secretarial roles and activities— “managing down”

Decision: a business plan needs to be put in place and Ross and Doris support him.
**ACTION Mark:** to draft a business plan for the alliance to be available, includes contributions to RDA through plenaries, for next Council telecon in October.

6. **Relationships with WGs/IGs and other organisations— “managing across”**

**Decision:** Secretary General needs to have a much more visible role at the plenary meetings

7. **Relationships with funders and RDA—"managing up”**

Sec gen relationship still unclear in RDAC. Council could make a suggestion with RDAC to find a role for Sec Gen. Resolve that post Rome.

8. **General discussion and feedback from Council on progress and next steps around engagement and adoption. 30 min**

**ACTION Doris & Tony:** to work out the level of engagement that Council requires

9. **Determine content of brief Council report at the end of the Plenary including the focus on deliverables and adoption 10 min.**

RDA US can host a venue and facilitator to host a 2 day meeting to work on strategy and focus to define a strategic plan.

10. **Last details and such, like plans for Rome - 10 min**

Plenary 6: Japan need to give a response within a month

**ACTION Mark:** to follow up with Japan and give an answer by end October

**ACTION Hilary:** to update the plenary guidelines for mark.