Transportation Library Connectivity & Development
Pooled Fund Study TPF-5(237)
TAC Meeting – 6/24/15 – Minutes

Technical Advisory Committee:

Arizona DOT, Dale Steele
California DOT, Bob Buendia, Karen Kasuba, Shubhangi Kelekar
Connecticut DOT, Betty Ambler
Idaho TD, Inez Hopkins
Illinois DOT, Karen Perrin
Iowa DOT, Leighton Christiansen
Kansas DOT, Marie Manthe
Louisiana DOT/LTRC, Sandy Brady
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Washington State DOT, Kathy Szolomayer
Wisconsin DOT, John Cherney

Ex Officio: Steve Wagner, UW-Madison TRC; Sue Sillick, Montana DOT; Matt Barrett, LACMTA; Amanda Wilson, NTL; Bob Cullen, AASHTO; FHWA; Bill McLeod, TRB; Roberto Sarmiento, Northwestern University Transportation Library; Emeritus, Jerry Baldwin
HS InFocus: Maggie Sacco, Kirsten Seeber

Agenda:

TOPIC: SLA 2015 – Open discussion of conference experiences and standout sessions
1. GTRIC meeting and Transportation Division meeting
    - GTRIC – Laura – The conversation started off about what folks wanted to do with GTRIC and the SLA Transportation Division, and developed into a discussion on SLA and what folks think about it overall. SLA hired consultants to look into changes that could be made to the organization. Some folks were unhappy with the recommendations in the final report.
        - Laura liked some of the suggestions that take away the planning duties from the division folks, which would make it easier for them. SLA also wants to deal with the vendors and some of the divisions don't like that idea. SLA is getting feedback from the divisions and chapters on the final report.
        - Ken Bicknell from LACMTA gave a presentation on some of the things they are doing, including interactive timelines that are displayed in the stations for travelers to view and use. Tiki-Toki was the software used. You can view the time line here.
        - Maggie gave a report on the special projects that the pooled fund has funded over the last few years.
2. Laura liked a session called Scientist's Data & Information Practices: Critical Roles for Information Professionals to Promote Data Management & Open Sharing, presented by Patricia Cruse and Christopher Erdmann.
3. Laura – Over 100 people attended the SLA Transportation Division co-sponsored session, Data Management Development and Implementation. Leighton's presentation during this session was titled "State Departments of Transportation Data Management Plans: Construction Ahead." Also, Laura Palumbo from the Rutgers University Library of Science & Medicine talked about their data management program.

4. Laura - The sessions presented, or co-presented, by the Transportation Division include:
   - Data Management Development and Implementation
   - What is E-Science? A Science and Engineering 201 Session
   - Standards and Development Update
   - Scientist's Data & Information Practices: Critical Roles for Information Professionals to Promote Data Management & Open Sharing
5. Leighton – A great session he attended was How-to Select the Best Databases for Your Community: Proven Methods for Comparison.
6. Dale – He attended a master class called Demystifying the Information Audit: From Knowledge Management (KM) to Enterprise Information Management (EIM), presented by Susan Henczel and Graham Robertson. Carol also liked this session and feels it could be made into a research project. An information audit is too big to be done in-house. They take several months, up to years, to complete. An information audit is much bigger than the library and addresses information between all areas of an organization.
7. Laura attended a quick take session called Navigating the Waters of Federal Public Access Policies: The Library's Role in Keeping Funding Afloat. When you have to present something, get to the point first and then build on how you got there (as opposed to starting with all of the background information). Weave a story into it because that's what people will remember. Make sure you have your presence and story out there to make your mark. No one else will do it for you.
8. Mitch attended a quick take session called What to Do When They Say "Give me Everything You Have on… and Not Freak Out Because They Want it in An Hour. This turned out to be a group therapy session. Mitch liked the quick take sessions because they had a practical focus and provided a lot of information in a short amount of time.
   - How to deal when someone wants everything in one hour. 1) Don't panic. 2) Look for trends. 3) Start with the resources you have at hand. 4) Spend 30 minutes on the search and then spend next 30 minutes putting it together. 5) Put it into manageable pieces. 6) Keep it to three pages or less.
9. Lamara – Did anyone attend a session on future trends?
   - Kathy – She noticed many sessions on data and data management. We could infer that this is a trend. Librarians are getting involved in providing and preserving data.
     - ➢ Maggie – Should we be looking into training opportunities for data curation or is it more of a learn-as-you go type of thing? Is there a systematic approach that can be learned? Does SLA offer any training on this? Kathy – A lot of this is coming out the academic realm. There is training out there but folks are also figuring the best systems for their own unique issues.
     - ➢ Dale – Data management ties with the knowledge management work that librarians are already doing. Anyone attend the session on open data? (Two session on open data: Open Data: Balancing Transparency and Confidentiality and Scientist's Data & Information Practices: Critical Roles for Information Professionals to Promote Data Management & Open Sharing) It talked about records management: What data you post and how long you post data. Maybe institutions should keep data for longer because storage is so cheap.
   - Sandy noticed, and went to, a number of sessions dealing with marketing our services, framing our images, and other's perceptions of us. This is not necessarily a future trend, but a trend.
10. John went to a session called Digital Libraries and Metadata: the Next Frontier. It provided good examples, and some of the tools used were discussed. This might be another opportunity for training.

11. EOS meeting – This was an interesting meeting but the outcome is not yet known.
    - It's difficult to pitch EOS to your administration because we don't know the price until you know how many folks will sign on. Karen is not sure whether to pitch now or wait until we know how many people will commit. Maggie – See if you can get tiered pricing so you have some idea.
    - Laura – Do we want a consortium subscription where everyone would be linked, or a group subscription where everyone has an individual subscription? A group subscription would be better because everyone has different needs, but everyone in the group subscription would be able to search each other's stuff via a Facebook-like system.
    - John, Dale, Kathy, Mitch, Sandy, Laura, Karen were all at the meeting with EOS. Non-study members also attended the meeting.
    - Maggie – Should she talk to EOS to determine exactly the group would get from them? It would be nice if one person is coordinating the communication between EOS and the group. **Action: Maggie will call the contact at EOS**. If the members are looking to use pooled funds for this subscription, it would be through the next iteration of the study.
12. Carol – ASTM was there pushing the AASHTO Compass product. The pooled fund didn't purchase this product because not enough folks were interested. We also didn't have enough extra funds in the study to do a group purchase. ASTM did provide consortium pricing for the group, but everyone would pay on their own.

Business meeting

Annual Meeting dates
1. Not everyone responded to the poll about preferred dates. We will break up the annual meeting WebEx over two days. August is a better month to have the annual meeting because the study is ending and we have lots to do to close it out.
    - August 17th and 18th are the best dates for the majority from, sometime between noon and 4pm EST.
    - Maggie will create an agenda. We will spend some time wrapping up the study, reviewing the projects and budget.
    - Topics – **Action: Please let Maggie know of potential topics and/or speakers.** If there is anyone you saw at SLA that would be great for the group to hear from, let Maggie know. If you have an interesting transportation topic going on at your organizations, let Maggie know.

Updates
1. *"Improvement of research report distribution and access and promotion of more effective use of Technical Report Documentation page, USDOT Form 1700.7"*
    - Renee – She is working with Sue Sillick from MT DOT. Renee was tasked with the next steps for the technical documentation page portion of the report. They came up with agreed upon instructions for the current form (1972) and a new modified form. The current form (1972), with instructions written in them, has been sent to RAC leadership for comment. She is not sure when the new modified form will be sent to the RAC. Hopefully these would be eventually be posted on a neutral site, such as the RAC SCORE site. They also have guidelines available that give more detailed instructions on how to fill out both versions of the form.

➢ Research report distribution portion of the report – The RAC subgroup has this information. They are getting close to having finalized guidance on how organizations should be distributing their reports.
2. KM Calendar – Maggie – Several suggestions have been made to our designer that the original plug-in doesn't support. Our designer has made many changes to the back-end. She will provide an outline of where she is at and what she has done, which Maggie will send to the list. She can finish the revisions within the project budget. We can't get the calendar into the beta testing phase yet.

Next Pooled fund – Renee
1. Members discussed plans and next steps for a new pooled fund. Maggie and Kirsten signed off of the meeting at this point.

Next meeting: Annual Meeting – August 17th and 18th, times to be determined.