Agenda August 6th

- Deadline Checkin for this week:
    a. Kick off session planned
    b. Challenge Back activity loaded
    c. Module Content built out on WordPress
- Next Phase:
    a. Pathway/Module review
    b. Copyediting/Site Testing
    c. Launch reminder/Welcome Announcement Drafting
- Other:
    a. Open Open Hangouts
    b. ?

Notes

Modules:

- Some modules still need to add some content (grav form, interactivities)
    - Strategy is to continue to work on module but begin to expand out to looking other modules in same pathway; next week → decide if we are “hard launching” modules at kick off August 19th event
    - After next week begin a more indepth review across the program

Kick-Off Session:

- Moving the why intro to open scholarship up to right after the welcome:
- Slide deck for kick-off presentation: https://docs.google.com/presentation/d/1ijk8Ni45gtvQ1Cbj_B9Sy46frBqGF_TozDhALHU-wlQ/edit#slide=id.p1
- Add logo/names of units into slide decks
- Need to figure out logistics; slide advancing between speakers (should we have a designated slide advancer person); do we want to switch to BB Ultra Collaborate; talk next week, passwords, waitlists, ect

Other

- Reminder/Welcome email to go out on August 17th (Will will work with Lucas and/or anyone else who wants to help draft)

Agenda July 27

1. Module check-in
    a. Creative commons ready
2. Tasks from July 23
    a. Create activities for Synch session (Lucas)
    b. Privacystatement --
    c. Add Stephanie
3. Enrollment Update 98
4. Synchronous session

To Do

1. Create a description for the drop-ins
2.

For completion checks - Single check with an open text field. Check off activity and then fill in what it was.

Agenda - July 23

1. To-Dos from last Meeting
    - Forum and Active Engagement updated
    - Reflection activity updated
    - Listserv created

    - Contact Us section
    - Creative commons assigned site
    - Privacy statement
2. Current Enrollment numbers - 65
3. Intro Session

    - Do we need a “go through the website” piece or is the video that Lucas will create fine?
    - https://wiki.ubc.ca/Documentation:OpenUBC/POSE/IntroSession
4. Administration, tracking,and communication - assignment
    - Centralized email? Use the open.ubc@ubc.ca account?
        - Could build an FAQ tab to direct people to additional information
    - Emailing participants - create a listservs (LIB-POSE@lists.ubc.ca)
        - Develop out a few dates for communications (Stephanie)
    - Tracking completed checklists (Lucas)
5. Webinars and sessions Schedule
    - https://docs.google.com/document/d/1UAldlvwOc-knHNgC1BEeLJmrSuP2Xcfym1gqqL23q4E/edit?usp=sharing
6. Checkin on Timelines
7. Reminder: Upload images of ourselves

To-Dos

- ~~Open Forum - Turns into Forum~~
- ~~All reflections are optional except final reflection~~
- ~~Update active engagement boxes~~
- ~~Create a final reflection reusable box~~
- ~~Update reflections box to remove forum button~~
- ~~Create a listserv with participants and facilitators~~
- Create a contact us box for questions going to the open ubc email (LUCAS)
    - ~~Add Stephanie to the email open ubc (LUCAS)~~
- Develop privacy statement (LUCAS)
- ~~Develop creative commons statement - Can a license be added to the bottom of every page globally? Rie~~
- Develop adaptable content when all complete (link to downloadable Pressbook?)
- ~~Set up Google Analytcs (Do before launching the site)~~

Timeline For Completion

Due	Activity	Lead	Completed?
June 25	Draft Content Complete for Review	All	Yes
July 2	Review the Modules for Modification Open Access • Author Rights • Publication Ecosystem	**Assignments** ➔ Will ➔ Eka	 Yes Yes

	• Open Pathways Open Education • Creative Commons • Pedagogy • OER Open Research • OSF • Open Data • Open Software Solutions	➔ Sarah ➔ Stephanie ➔ Erin ➔ Mathew ➔ Rie ➔ Erin ➔ Lucas	Yes (see g.doc for feedback) Yes Yes Yes Yes Yes Yes
June 12	Email Rie to develop out a block template structure	Rie	Yes
June 15	Send timeline with the wordpress training date to the working group	Erin	Yes
July 6, 2pm	Wordpress Training (Blocks)	Rie	Zoom link:https://ubc.zoom.us/j/95787228658 Documentation: https://wiki.ubc.ca/Documentation:OpenUBC/POSE/Website_Documentation
July 13	Make Revisions to content	All	
July 27	Website Intro Content Completed • Homepage • Pathway Descriptions • Privacy Statement • CC Statement • Available for Adaption	**Assigned** Erin Erin Lucas	 Yes Yes Yes
August 7	Finalize first synchronous session	All	
August 3	Load Challenge Banks into Wordpress	Rie	
August 3	Load all content in Wordpress Site	Rie/Eka/Others	
August 3	Finalize checklists for all modules	Lucas	
August 7	Review full pathways • Open Access • Open Education • Open Research	 Erin, Eka Lucas, Stephanie Sarah, Will	
August 7	Test Site & Copy Editing • Adding Google Analytics • Remove test posts	**Assigned** Amanda, Rie	• Rie: Google Analytics added. If you are interested accessing analytics, email the

			Google Account to Rie.
August	Materials can be packaged in a bulk document for people to adapt	Amanda	

Open Research - Structure

Project Activity (mandatory)

- Complete a project (this is module completion section)

Open Forum (optional - for interaction amongst participants)

- Complete reflections throughout the assignment and use the Open Forum to share
- This can be in answer to readings or the content of the module section

Open Access & Open Ed - Structure

Challenge Bank (mandatory)

- Complete challenges (this is the module completion section)

Open Forum (optional - for interaction amongst participants)

- Complete reflections throughout the assignment and use the Open Forum to share
- This can be in answer to readings or the content of the module

Additional Structure

- Scenario/Case Study
    - This can include small scenarios or cases that illustrate the main point of the modules and provide critical thinking points
- Test Your Knowledge
    - Quizzes for participants to test what they have learned in the module

Proof of Completion

- A form indicating the participant has completed their project activity/challenges

Notes

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Open Open Hangouts

Once a month, we invite you to hang-out with your fellow participants, facilitators, and guest speakers to chat about all things open. The Open Open Hangouts are a series of informal times to get together to discuss POSE and different topics in open scholarship in a format that encourages an open approach and collaboration.

Dates: Last Thursdays at noon:

- Sept 24 - Open Ed
- October 29
- November 26
- December 17th*
- January 28th
- February 25th
- March 25th
- April 29th
- May 27th