

Summer Meeting of the ALLC-EADH Executive Committee, Lincoln, Nebraska, Mon. July 15, 2013

9:05 – 17.26

Lincoln NE, Embassy Suites Hotel

1040 P Street, Lincoln, Nebraska, 68508, USA

John Nerbonne chaired the meeting. He thanks everybody for attending.

1. Attendance and agenda

Attending:

- ⤴ David Beavan (DB)
- ⤴ John Nerbonne (President, Meeting Chair) (JN)
- ⤴ Arianna Ciula (Acting Secretary) (AC) (JN, MT and AC had a conversation after the meeting to confirm that MT stays as secretary until end of 2013; AC acts as secretary for minutes taking at summer and winter meeting).
- ⤴ Karina van Dalen-Oskam (KvDO)
- ⤴ Øyvind Eide (ØE)
- ⤴ Paul Spence (Treasurer) (PS)
- ⤴ Tomoji Tabata (TT)
- ⤴ Melissa Terras (Secretary) (MT)
- ⤴ Edward Vanhoutte (LLC Editor-in-Chief) (EV)

Apologies from

- ⤴ Leif Isaksen (LI)
- ⤴ Maurizio Lana (ML)
- ⤴ Jan Christoph Meister (JCM) – joined via skype at 1.50pm
- ⤴ Espen Ore (EO)
- ⤴ Jan Rybicki (JR)

In addition to executive committee members, we have also invited Claire Clivaz (CC), Frédéric Kaplan (FK), Sarah Scutts (SS), Harold Short (HS), Neil Fraistat (NF) to join us. They are involved in issues concerning, respectively, the organisation of the conference in 2013 in Lausanne (item 4.i), OUP management of LLC publication (item 9.i), the financial model for associated organisations (item 10.i), and update on ADHO initiatives.

JN asks for a minute of silence to commemorate Lisa Lena Opas-Hänninen.

Changes to the agenda are discussed and approved:

- ⤴ EV proposal about LLC editors' expenses will be discussed under 9.i
- ⤴ Decision on co-opted members added as item 10.iif
- ⤴ Small grants committee to be named as such rather than awards committee to avoid confusion with ADHO awards committee.

EV informs us that he was asked to join ACH meeting at 2.30pm.

Agenda is approved.

2. Minutes Dec. 2012, and matters arising

Some typos and misunderstandings in the December minutes are highlighted and discussed. AC to correct accordingly.

2.i Special attention to action items

JN prompts committee members to check and report on action points.

MT: Of all the actions assigned to her only the collection of small grants still needs some attention. MT to check all reports have been collected. MT announces that *Digital Cultural Empowerment* is the theme of 2014 conference; submission deadline will be 1st Nov; the CFP will be out in the next couple of weeks.

OE: eadh.org is owned by somebody in Germany; ØE had asked JCM to call the owner as he was not able to get a reply. JCM to follow up. Call for grants for next year is almost ready (the wording targeted to European groups would need to be refined – this will be discussed under item 7.iii). ØE to send copies of draft call to secretary and chair.

EV: couldn't write an editorial this year yet; editors' report are now sent at the summer meeting; while by the winter meeting the 2013 report will be completed. This is easier because OUP statistics are delivered late in the year. The LLC leaflet needs to be changed to reflect the association name change. EV to get in touch with OUP marketing office about this. Our own leaflet is also needed. This lead to the discussion about the need of a communication officer (JN proposed to add this to the agenda under 10.iii).

PS: all actions that were assigned to him are completed. In particular, he will report later on journal subscriptions. PS stresses that we need to be proactive in building relationships with some regional associations.

JR: hasn't followed up on the action assigned to him yet. The whole list of representatives on ADHO committees needs to be updated.

JN: reminds us that HS will report on regional associations.
JN reports also on JCM actions: communication package is in Agora so it is done but PS points out that the print template might need some revision. Future communication officer to check we have usable logo and communication package.

DB has the same actions still on him.

Espen Ore didn't come back to us on his action. His action will become part of the tasks for the new communication officer.

JN suggested that since ADHO Committee on Multi-lingualism and Multi-culturalism (MLMC) is responsible to coordinate CFP translation, even if they are not a translation service, they should take care of providing concrete recommendations on translation issues. So this action should be dropped from list of things to do.

JN reports on idea about a European conference. JN mentions discussion with ML about AIUCD Italian conference. JN hopes we can find a way to cooperate. JN notes that back office email workload is high and reports on a request for AC to liaise with ML on how best to achieve this cooperation. JN stresses that we are prepared to be quite cooperative with regional associations. ØE notes that it is important to do this and also to offer infrastructural support (e.g. offering webspace).

Chair informs us that LI agreed to be the chair of the small grants committee if we decide to have proposal this year.

Minutes from Ghent were approved: MT proposed, ØE seconded. Voted nem con.

3. Brief update (plenum)

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- ⤴ DB reported that he has been busy with membership especially from ADHO perspective (formal report was already presented to ADHO and comes later in the agenda item 11.ii)

- ✦ JN reported on a research prize he received to be in Germany for a year. He will still act as president but will pass chairmanship formally to new chair after this meeting.
- ✦ AC reported on her coordination of DH publication on Research Infrastructures on Digital humanities for ESF; on the launch of the ESF network NeDiMAH; on her contacts with the DH Italian association (AIUCD). She mentions upcoming joint meeting in Rome at the TEI conference between AIUCD board members and EADH chair and executive committee members as well as possible EADH involvement in AIUCD annual conference at the end of the year. She also reports on contacts with Francophone initiatives (especially the manifesto by young researchers circulated recently to the list) and her involvement in Marie Curie DH training programme called DixiT focused on scholarly editions, financed by the EU and lead by the University of Cologne.
- ✦ KvDO mentions her plans to host DH in the Netherlands. The committee expresses congratulations for her new appointment and inaugural lecture in February. She is working towards an informal group of digital humanists organising a yearly conference series in the Benelux area.
- ✦ ØE reported about his work with the ADHO awards committee; Busa is awarded to Willard McCarty this year; activities related the Fortier prize are going well and formal announcement will follow on Friday; 14 bursaries were awarded this year (because of cancellation of 1 bursaries last year; 1 was given by ADHO to Ray Siemens as farewell gift from the position of ADHO chair; 2 were funded by Patrick Juola). KvDO is also working hard on the Fortier prize. News on the Norwegian front: a conference was run in Oslo University by a PhD student; there are movements towards creating a DH network and discussion about the possibility to converge into a Scandinavian network.
- ✦ PS reported on good year for accounts and transition to ADHO as independent organisation. He will report on his involvement in Spanish-speaking initiatives later in the agenda.
- ✦ TT reported that he was involved in the conference Programme Committees '13 and '14. JN to check about his ADHO membership.
- ✦ MT reported on her involvement as Programme Committee (PC from now on) chair (including visit to Lausanne) and work as secretary.
- ✦ EV reported on taking care of LLC journal as pleasant but hard work (formal reporting will follow later in the agenda).

4. Elections 2012

The nomination committee included AC, ML, and was chaired by JN.

4.i Members Elected

The elected members are:

- ✦ Claire Clivaz
- ✦ Leif Isaksen
- ✦ Jan Rybicki

JN refers to his email reporting the election results sent to the list on 5 June: 63 ballot papers entered out of a total electorate of 259. We received four nominations, and we checked for each that they were willing to serve if elected and that they'd been nominated and seconded by members in good standing. The election site was open throughout the month of May. It was an extremely close election with no statistical significance attached to the preference for one candidate over another.

JN thanks the nomination committee members and especially OUP for a smooth elections process.

4.ii Election of chair

JN mentions that the nomination of a candidate for chair (for the period 2013-2016) was discussed at length by the officers. The committee was unanimous in asking JCM to take this role on by email and the agreement was confirmed during the meeting.

ØE suggests motion to appoint JCM as chair, TT seconded. Voted nem con.

4.iii Election of treasurer, 2014-2017

JN mentions that the nomination of a candidate for treasurer (for the period 2014-2017) was also discussed at length by the officers. Paul Vetch agreed informally to take this task on if asked. DB mentions this would be a good transition because PS is based at the same institution.

AC suggests motion to appoint Paul Vetch as treasurer, DB seconded. Voted nem con.

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Note that all terms of office begin immediately after this meeting, except for the treasurer role, which formally starts on 1 January 2014, with transition process in the second half of 2013 (proposal discussed and agreed upon later under treasurer report).

PS records thanks JN for his work in coordinating the overall election process.

4.iv Secretary 2014

MT will be PC chair for DH 2014 so asked for some support in her secretarial duties in advance of the new elections of a secretary in 2014.

AC was honoured to be suggested as secretary from 2014 (beginning after the Meeting in Lausanne) but mentioned that her acceptance depends on support from new employer. AC will confirm whether she could accept this role by winter meeting.

4.v Election by executive committee to EADH Board of Trustees

Officers propose JCM to take over this position vacated by Lisa Lena's loss. PS notes majority of members have to be residents in England or Wales. Current members are David Robey, Harold Short, MT, EV, and JN. They have legal responsibility if anything goes wrong and are listed in the formal report to charity commission. All agree it makes sense to have the new chair in the board.

MT suggests motion, AC seconds. Voted nem con. (later on JCM accepts this nomination while connected to the meeting via skype)

* * * JN asks for a break at 10 am. We reconvene after 5 minutes. * * *

NF joins the meeting at 10.05. He reports on ADHO news:

- ⤴ Conference for 2015 will be in Sydney, Australia. First time DH conference takes place outside Canada, North America or Europe. ADHO had two terrific bids; it was a very hard decision. 2014 is in Lausanne. So great conference venues are lined up.
- ⤴ Important to think of cultural, linguistic, disciplinary diversity of the field. Latter quite relevant. It would be useful to record disciplines of DH participants (e.g. literary and linguistic expertise are well represented but others aren't as well). Challenge: reach out and broaden our space globally, regionally but also disciplinarily. ADHO will give more thought on that and hopes our committee will too. NF stresses our role as foundational CO in so many ways. Record thanks to many members of the committee. Scott Weingart, network analysis specialist, made graph of disciplinary distribution for DH2013 conference (MT sent it to the executive committee during the meeting: <http://www.scottbot.net/HIAL/?p=24437>). A discussion followed on how best to make use of ConfTool data (to make them public but also processable), so as to better understand our own demographics and how to build on that, but also for more pragmatic reasons (e.g. ConfTool data could be helpful for awards committee to scan criteria for awards; generational scan would also be useful; mapping against regions would be useful also for COs). JN reminds us that LI is a professional archaeologist, so we have an expert in this field. NF mentions LI is now proposing an ADHO SIG.
- ⤴ NF mentions other SIGs being proposed: DH and libraries, DH and data curation, DH and

social justice; ØE mentions value SIGs could have - e.g. on archaeology - for affiliate associations to get, for instance, reduced conference fees.

- ✦ NF reminds us about ADHO (joint with CenterNet) AGM meeting focusing on international DH and taking place at lunch time on Friday. ADHO first SIG on Global Outlook will present its work. It's a very active group. DH Commons journal co-edited by Laurent Romary will also be presented. The meeting will end with a SIG slam. NF asks to let him know if anybody is interested in proposing a SIG to make sure there is time for everyone to present.
- ✦ JN thanks NF who leaves the room.

5. Treasurer's Report

Relevant documents in Agora:

- ✦ general intro to ADHO finances (PS)
- ✦ summary-cost-areas-adho (PS)
- ✦ LITLIN_Sponsor_Accounts_2012 (OUP)
- ✦ xsl spreadsheet on oup-llc-sub (PS)
- ✦ OUP-LLC_income_2012 (PS)
- ✦ ADHO_expenditure_2012 (PS)
- ✦ adho-budget2013 (PS)
- ✦ Accounts 28 June 12 (PS)
- ✦ ALLC_2012_expenditure_-_2013_budget_proposal (PS)
- ✦ Annotation_2011-2012_budget (PS)

PS will upload to AGORA graph of OUP income and expectations for 2013.

5.i ADHO revenue distribution model and ALLC-EADH finances

5.i.a. Report, income and expenditure

PS shows updates to general introduction about ADHO income first and summarises the model, as well as giving a brief summary of cost areas for ADHO. Percentage of income increased this year (related to people attending DH 12) for all CO associations. PS also shows 2012 accounts from OUP (total income in 2012 is indeed much higher than 2011, around £33,000 more) and explains some inflation due to payments for editorial costs from OUP which should have been paid in 2011. there has been a big jump on individual membership subscriptions. Institutional subscriptions have slightly gone down, while consortia subscriptions have gone up. EV asks who are the deeply discounted institutions are; later in the meeting it is clarified that these are institutions that already have consortia and pay extra for the print journal.

PS stresses that in terms of finance we are in good shape and shows also OUP income and expectations graph.

PS goes on to show ADHO expenditures. We underspent against the projected budget last year. CenterNet doesn't have the ability to receive money yet (i.e. association and publication subventions) and are looking for ways to set up themselves to receive income. High expenditure resulted from the proposed investment in infrastructural development last year, and this will go down slightly; although still remaining higher than the historic rate for this from now on, since infrastructure now covers almost all ADHO/CO activity; but there are significant collective savings (DHQ also moved into it now). Awards were slightly higher. Other committees didn't spend very much. Concerning conference support, PS mentions that neither Hamburg in 2012 nor Stanford in 2011 needed the local subvention, which both had an impact on the 2012 budget in different ways and was very welcome. Management costs will be a bit higher (e.g. liability insurance shared with ADHO now). Savings not so big as it looks in one of the documents shown because CenterNet will claim its money. PS shows ADHO expenditures as well as historical expenditures in the form of

charts. The committee agrees that it is useful to see we spend money where we should and this information could be made public. PS says it was mentioned also during ADHO meeting, so he will make some of this information public in numbers but charts could be added too.

PS now presents adho-budget2013 which is a key document, showing both 2012 budget/actual expenditure and the 2013 redistribution of 2012 income from the LLC journal. OUP updated the way it reports subscriptions data last year, so this made it easier for the treasurer to enter subscription information into the spreadsheet. Surplus from 2012 is a bit above £9,000 which is then reused later on to be added to available funds for 2013. PS mentions importance for ADHO to build its own reserves. Proposal made at ADHO SC meeting is to invest ADHO own money to create its own reserve. PS thinks ADHO should aim to a higher investment in future years. PS reported that ALLC-EADH had agreed to donate £5,000 to ADHO as a contribution towards this reserve, and proposed that ADHO invested £5,000 of its 2013 income as well.

PS reminds us about principle that no CO receives less than £3,000 from the revenue distribution exercise. Beyond the non-financial benefits, distribution history looks pretty good for us.

JN opens floor to discussion.

Based on a prompt by KvDO, discussion follows on the new membership-only model that excludes LLC subscription. Membership-only (for students, unemployed early scholar, fixed income) was taken by ca. 140 people so far. Various committee members agree that this model could be publicised further. Similar conclusions were reached during the ADHO meeting; however no decision was taken to expand this model to people not falling into those categories. This model would be useful, for instance, for those eligible for bursaries. This could be a good time to open this model to everybody since journal is healthy and won't suffer from it; but then we would need to make sure that to subscribe to the journal is more attractive than it currently is. (This was discussed again when OUP joined the meeting). Committee agrees this would be useful for many regional areas where costs of membership are perceived as too high. EV reminds us that subscription fee is still very low compared to other OUP journals in the humanities. JN mentions that is not possible to subscribe to digital journal only (again this was discussed with OUP later on).

PS mentions that once ADHO becomes an independent financial entity we will continue to receive LLC journal income (as owners of the journal), but that it will then be transferred to ADHO straight away.

JN suggest motion to accept budgets, ØE seconds. All in favour.

5.i.b. Report of trustees (including confirmation/signature)

PS moves on to ALLC issues and in particular report for trustees (Accounts 28 June 12.pdf). We still have too much reserve in our account (partially due to CenterNet not claimed money, but also to small grants that could not be awarded yet due to the fact that activities take place later in the year). PS reminds us that we need to bring our reserves down, although the forecast is that reserves will come down significantly in 2013, especially if ADHO becomes an independent entity before the end of the financial year.

PS circulates the report by email to the executive committee. JN proposes that formal vote will take place at the end of the meeting.

(Later on JN moved to accept it, ØE seconded. Voted nem con.)

5.i.c. Strategic reserve and planned expenditures

PS reminds us that we had bigger figure for grants this year, and will be more ambitious for next year. JN reminds that we already agreed as committee to give £5,000 to ADHO to build up its reserves, so budget will be updated consequently by PS.

PS reminds us that we take specific decisions and modify the budget later in the year (e.g. AC mentioned the possibility of adding AIUCD conference in outreach section - surplus).

Committee agrees this is a very good budget. DB thanks PS for all his hard work and all record

thanks.

5.i.d. Re-appointment of Bankers, and Independent Examiners

PS suggest motion to continue working with Bank of Scotland, JN seconded. Voted nem con.
PS proposes to confirm independent examiners, JN seconds. Voted nem con.

5.i.e. Confirmation of trustees

Dealt under 4.v.

5.ii ADHO revenue distribution model

This was discussed in conjunction with point 5.i.

5.iii Proposals

5.iii.a. ADHO status/new treasurer role

PS proposes to be in charge to close and deliver the 2013 accounts, with Paul Vetch taking over on the 2014 accounts on 1 January. PS proposes also to support Paul Vetch until the end of 2014 to have smooth transition (handover manuals are ready for Paul Vetch). The committee accepts this proposal.

5.iii.b. New financial models for Regional Associations

This will be discussed later with HS (under item 10.i).

6. Conferences

6.i 2014 Lausanne

6.i.a. Presentation by Local Organisers

JN introduces local organisers CC and FK CC who had joined the meeting at 11.02. They present their slides. CC stresses the importance of boosting DH in Lausanne and in the region. FK mentions that the pre-conference starts on July 7th. He explains theme - *Digital Cultural Empowerment* - as way to involve a wide audience beyond academia and encompassing the local community. Bruno Latour will be the first keynote which, CC states, should also facilitate collaboration with social sciences involved in DH. 500 participants would be fine, but potentially they could hold 600. 6 parallel strands are available. Minimal number is in the end a PC decision based on acceptance rate.

Boat dinner is planned for the same night as Zampolli award. Second keynote is Sukanda Chaudhuri (connection with Indian studies centre in Lausanne). Colleagues from CERN will be invited to the conference so as to facilitate synergies (they could be asked to organise a pre-conference workshop, for instance).

Website is up and running at DH2014.org

Local organisers express thanks to MT for her work as PC.

JN opens the floor to questions. A discussion on the foreseen multilingual approach to conference follows. Costs of interpreters are too high. Local organisers had thought of hosting a multilingual room. The possibility of textual translation is mentioned, especially for presentations where manuscripts will be available beforehand (e.g. use rolling down screens). ØE encourages Zampolli lecture to be a public session, possibly with translations. Abstracts and slides in another language than English could be requested for papers. Sessions with mixed languages are also fine. MT says that MLMC should make concrete recommendations on these arrangements. CC sees regional associations meetings as better venues to give space to different languages; however local organisers will give thought to how best to achieve a multilingual approach in Lausanne.

JN closes the discussion because it's a complicated issue and suggests CC would be a very good person to join MLMC committee (later on it is confirmed that she is already a MLMC member).

Chair and committee record thanks to local organisers who leave the room.

6.i.b. PC chair

MT says that PC is set except one person (vice-chair acting as chair next year) and they held already various discussions during the past month. Mentions keynotes again and Indian keynote as very influential in DH Indian community. ConfTool will be set up in September. There has been a discussion about having a form to speed up production of proceedings (Daniel O'Donnell proposed this within the ADHO Conference Coordinating Committee or CCC). PC still has to decide whether to keep changes already set for this year in ConfTool (such as possibility to reply to reviews, possibility to see names of other reviewers and change marks – MT record thanks to Bethany Nowviskie who did a fantastic work in putting ConfTool into shape). Asked about the impact of open reviews, MT stated reviewers were much more polite because others could see their reviews making the process more collegial. KvDO expresses appreciation about the possibility for reviewers to access each other comments; she is also glad about the reviews deadline extended beyond the Christmas holidays. MT mentions benefit of having 5 reviews per submission so that if one drops out you have at least 4 ($\frac{3}{4}$ had 5 reviews this year anyway).

PC is also enquiring whether there is the possibility to have posters set up beforehand. Date of acceptance will be set in February.

PS mentions his effort to enlarge geographic and disciplinary representation of reviews as PC chair in 2012. He also issued an open call for reviewers but this was mainly taken up by Americans. PS says criteria for accepting reviewers should be less vague (historically a very informal process) and call should be public. A suggestion followed to disseminate a call for reviewers through Global Outlook SIG but also make sure proactive search for reviewers is done to avoid bias of cultural difference issues. ØE and JN to liaise about this (e.g. criteria to choose referees).

ØE warns also against cultural differences concerning eligibility for prizes. KvDO to send criteria for Fortier prize to MT.

* * * JN breaks meetings at 12.01. Meeting is reconvened at 12.46. Discussion moves to 7.i * * *

6.ii 2014 PC members

John Bradley and Tomoji Tabata are confirmed as PC members for 2014.

6.iii 2015 site to be decided by ADHO Steering committee Sun. 14, July

This was reported on earlier by NF (following item 4.v).

6.iv Future PC members

See below (item 10.ii.a).

7. Policy discussions

7.i OUP prices

Relevant documents in Agora:

⤴ *EADHjournalfeespolicy-2013* (LI)

JN opens discussion on this document. He mentions that acceptance rate is not something this committee should rule upon; Editor-in-Chief should have all freedom to decide on that based on scientific quality criteria. EV says it's a self-regulating thing. Committee discusses LI's three questions at the end of his document (A,B,C). DB comments that conference drives membership. ØE reflects on the fact that OUP is not dependent on LLC, so they would likely be happy with

experimenting on membership-only subscription; with whatever we change, we take the risk, not OUP. Asked about financial details, PS confirms that the percentage of income from individual subscriptions is currently about a third. PS seconds LI's statement that we are not about making money but about serving a community. Discussion converge on OE's proposal to offer a discount on the journal in exchange of membership subscription.

SS from OUP joins the meeting at 12.58. JN introduces her. So we move to item 9.i.

7.ii Proposal for a Lisa Lena Opas-Hänninen prize

Relevant documents in Agora:

- ✦ Proposal-LLOH-Prizes-2013-June-JN (JN)

JN leaves the room to avoid conflict of interest and appoints MT as chair. MT starts the discussion by stating that the community has wondered about what the community would do in Lisa Lena's memory given the current high burden on the awards committee. This proposal solves that problem since it is elegantly formulated to work outside DH conferences. Committee thinks it is a very good proposal and would like to see it implemented, but wonders why should this be an EADH rather than an ADHO prize (the issue is not financial, but about establishing parallel structures). Issue of financial burden is however also mentioned. Arguments in favour of having it as EADH activity are also given.

TT says that JADH hasn't discussed this proposal in detail but thinks it would be good to have this award jointly. He stresses that JADH couldn't have been established without Lisa Lena.

JN is called back in the room and is invited to come back to answer specific questions:

- ✦ proposal mentions 4 years (2014-2017 included) while agenda mentions 3. JN is skeptical about 'eternal' awards; so proposes 3 years.
- ✦ lump sum dedicated to award per year would be between 1,000 and 1,500 €.
- ✦ details on an open call and relevant schedule should be added under 'mechanism' in the proposal. JN proposes to create a filtering through the specific PCs and having a small committee looking over the candidates.

ØE expresses gratitude about an elegant proposal for a new prize which also fits Lisa Lena's spirit.

Committee proposes to discuss this proposal for a Lisa Lena's prize with ADHO to become an ADHO prize; if that would not possible EADH will go ahead with this proposal starting to implement it as a joint initiative with JADH and other interested COs that will be invited to join in.

TT suggests motion, ØE seconds. Voted nem con.

ØE to talk with NF and MT to present proposal at ADHO meeting.

7.iii Outreach/small projects

JN skips discussion on JR's document as it is on a different topic. JN will communicate with JR about this.

7.iii.a. Call for projects in 2013

JN thinks small grants proposal is a very good initiative that should be continued. In the interest of time, JN proposes to go back to the call of last year. JN proposes to have a call in the fall once PS checks figures.

JN suggests motion, AC seconds. All in favour.

LI to present modified proposal and PS to provide possible figures range.

JN records thanks to KvDO who thanks also AC and the other members of the small grants committee.

7.iii.b. Committee to recommend funding

JN proposes new small grants committee members (Claire Clivaz and new co-opted Spanish member Elena Gonzalez Blanco), TT seconds. Voted nem con.

JN to contact Claire Clivaz to join small grants committee (chaired by LI this time) plus co-opted Spanish member, Elena Gonzalez Blanco. AC could act as fall back if these new members or others are not available.

8. ADHO Business Report

8.i GO:DH initiative

ØE reports on the Global Outlook initiative to make ADHO more open. The group behind it is very active with a multilingual mailing list amongst other things. Establishment of structure is slow given the complexity, but things are happening. MT records thanks to Dan O'Donnell who was very helpful in providing names to guarantee diversity in PC for the 2014 conference.

8.ii Other business

JN encourages those who attended recent ADHO meetings to share highlights. He mentions HS's proposal about a model for associate organisations which was very well received at the meeting. ADHO also welcomed £5,000 received as first reserve donated by EADH.

MT mentions the very two excellent bids about the 2015 conference and re-instates that it was very hard to take a decision.

9. Publications

9.i LLC

Relevant documents in Agora:

- ⤴ [LLC_pub_report_June_2013](#) (OUP)
- ⤴ [LLCEditorsReportJuly2013](#) (EV)

JN expressed gratitude to OUP for reducing the price rise from 8 to 5%.

Building on discussion had earlier in the day, JN mentions the membership-only subscription proposal and how making it optional would be beneficial for our community.

SS states that OUP could indeed make membership-only subscription optional and work on some projection models. DB could provide data to OUP about possible projections on how many people would take this option as rough guesses. Sarah welcomes the offer. DB to provide estimations to OUP to make financial projections on membership-only subscription uptake and implications. EV reminds of option to do surveys on the website by consulting the membership.

Discussion on a fair fee takes place. ØE mentions idea of presenting the journal as a discount on top of the membership. Despite the registration page being already rather crowded with information and options, DB also asks to instantiate online only access for individual subscribers (a multi-page interface could filter out current abundance of options). AC mentions that we are also favouring having this membership-only option to get membership from countries where institutions don't cover such costs.

SS states that a decision about extending option of membership-only subscription to all should be taken roughly by September/October to have things in place for next year.

The discussion moves to other issues connected to the OUP report.

The limits of citation analysis (currently Web of Science only includes Linguistics as category where LLC can fit in). AC encourages to explore other impact metrics too given this limitation

(SCOPUS is also mentioned). SS states this can be done. EV mentions that even if impact factor not so meaningful, it gives us some ideas.

Marketing activities are also discussed (e.g. digital libraries conferences should be taken into account). Committee is reminded to contact Jane Wiejak (jane.wiejak@oup.com) at OUP about any initiatives of relevance where the journal can be publicised. All to collect ideas and send them to OUP. AC to send OUP details about TPDL conference in Malta.

AC mentions flyer should be updated to reflect name change.

EV and OUP to liaise on metrics and flyer.

SS made a proposal at the ADHO meeting to have special thematic issue linked to DH 2012 proceedings as 1st issue of 2014. This would help accommodate the extra pages issue and also to shift 3 months up the other thematic issues. This would also mean we wouldn't have to cover the costs for the extra pages for this year. Committee record thanks to OUP for the kind offer.

EV mentions that DH2011 issue was very late so it was published as issue 2 this year and it delayed publication of DH2012 issue. EV and JN remind that advanced access will be available even if DH2012 issue will be published in 2014.

EV goes through his report. He records that he is very happy with the editorial team. On the other hand, the editorial board structure composed of permanent members plus members of COs committees is a bit cumbersome (difficult to keep up with changes, different election schedules etc.). He would be happy just to list committee members without naming them with affiliations, diacritics etc. EV will discuss this with the editorial team and will have a proposal ready for the winter meeting.

EV needs to look into rejection rate based on geographical distribution. ØE mentions that they have a similar problem with bursaries. Bias to be analysed.

EV states that speed of publication except for special issues. JN mentions that special issues have their own dynamics. KvDO states we should be stricter with deadline for guest editors concerning special issues. EV states that problem is actually with reviewers. Sometimes he needs to line up 10 reviewers per article. This leads to a discussion about recognition. Incentives to review could be thought of (e.g. specific role within a revised structure for the editorial board, discount to journal, standard letter to reviewers). The issues of expanding (e.g. through an open call for reviewers for the journal) and structuring a pool of reviewers (e.g. creating pool of reviewers each year and may be explore possibility to link EV database of reviewers with ConfTool data as infrastructural investment to consider) are also discussed.

EV will propose to winter meeting a project to finalise the online publication of digitised Bulletin and backlog of LLC issues (second phase of project). Thoughts should be given to create link with new LLC articles. Committee agrees to put these on EADH website since we funded this enterprise. Obviously links will be created with DHQ and other resources.

EV mentions the problem of OUP website still featuring old journal title because attached to ISSN registry (we could potentially lose subscriptions if we change the ISSN; it would become a new journal). JN states this is a transition period that might be quite long. EV to look into this issue again with OUP.

EV states that editing the journal remains a very exciting and rewarding job to do.

JN thanks EV and SS.

Decision on 5% rise was approved by email exchange and communicated to SS at the meeting (she leaves the room after this).

A discussion on Open Access (OA) articles followed. EV says it's a sensitive decision to decide what articles to make available in OA mode for 2 months or so; this is something where a consultation with the editorial board would be useful. Procedures should be established.

Committee thinks it's a good idea to have OA issues but procedures need to be refined. EV and KvDO to follow up on this with suggestions.

(Discussion moved to item 10 because JCM joined the meeting via skype at 13.50)

JN asks EV to summarise his proposal on expenses for the editors. The first part is just a formalisation of what has happened in the past. Editor in Chief has always being present at each yearly conference and the association has payed towards his expenses in the last couple of years. Second part is for associate and review editors to attend DH conference.

JN says that if we approve this, money should be subtracted from OUP income before giving it to ADHO. JN opens floor to discussion.

PS gives background about financial implications making comparison with current situation and officers' situation. He mentions that there is no ceiling for officers, while a situation similar to the one proposed applies to PC chair. PS agrees with proposal in principle and with argument that we share benefits and and therefore also costs of journal.

Following discussion about ADHO's possible reactions to this and other committee members wanting to claim equal support, EV proposes that if his proposal was approved, he would make a condition that this money should be used as second resort (i.e. if editors are not granted their institutional support) to keep association costs as low as possible.

The general agreement is that we all benefit from the profit the journal brings in; claims for expenses should however be limited somehow and transparent.

JN suggests to approve EV proposal on budget allocation as general ADHO expense (so payed before funds are redistributed). JN proposed that budget to be allocated but as ADHO expense.

EV to explain editorial case, and JN and PS to explain financial details at ADHO meeting.

9.ii DHQ (ADHO publication)

JN proposes that we read through the documents for items 9.ii, iii and iv, take note of them so as to move on in the agenda. We therefore moved to point 10.ii.

9.iii Les Champs Numeriques (CSDH/SCHN)

See above.

9.iv New CO publications, ADHO pubs committee deliberations etc.

See above.

10. Association initiatives, tasks

10.i German Chapter

At 13.50 pm JCM was called into the meeting via Skype. JN summarise the background about the necessity to open to other groups as affiliates of EADH. JCM is asked to summarise about the German model. JN also informs JCM that he is confirmed as chair after the decision approved earlier today.

JCM reports on early discussion with HS about the regional associations proposal which was finalised by HS and presented at the ADHO committee meeting. Contentious issue remains affiliation to OUP for individual members. JN updates JCM about discussion held with OUP about proposal to include optional membership fees with only digital journal but also no journal subscription at all. JN thinks this is a step in the right direction; of course it will have to be reported to ADHO for discussion too (action on JN).

(HS joins meeting at 2pm.)

JCM welcomes this pragmatic approach that would also help potential members in countries where current costs are considered high. JCM reports that DHD executive committee current position is to promote current model (i.e. individual subscriptions via OUP) and reassess this at DH 2014. It is noted that JCM still holds the presidency of DHD, but would be willing to step down if EADH sees a conflict of interest.

PS summarises the situation in Spain and France. Spanish association case: 2 year cycle membership (60 euros/30 euros if low income), so it may be tricky to propose a change in the subscription model now. Francophone case: PS met with some representatives of Francophone association in February and got general feedback about some of their concerns.

AC reports also on Italian case, where branding, identity and mutual benefits are important intertwined issues.

JN now asks HS to report on his financial model. He drafted a model of 3 kinds of associated organisations:

1. geographically based organisations
2. new region of the world not covered by existing Constituent Organisations (COs)
3. organisations that are not ready to become COs yet (similar to what happened to JADH; but also Francophone case or even (virtual) disciplinary-based associations).

A proposal for associated organisations to return 50% of individual subscriptions to their affiliate was discussed earlier with JCM and PS; it seems mutually beneficial (from ADHO and associate organisations perspective). HS summarises main issues and concerns expressed so far in reaction to his proposal: having membership-only option seems to be essential; we should strongly encourage affiliations with COs but we shouldn't make it mandatory and there should be a veto for each CO to accept new associates; if we can demonstrate the value of this kind of affiliation (he refers to AC point about Italian case), we need to work on that crucial difference of emphasis.

The possibility of having more than one organisation with overlapping geographical constituencies (say two Italian organisations) is mentioned. HS says we should not get involved in resolving those issues and legitimising one against the other.

PS has three points: important that we need to think of this model not only as accommodating DHD case but beyond that otherwise it could be misinterpreted; essential also to think of what would be acceptable from a financial point of view in different European areas (research on implications in different countries is needed); he agrees it is indeed crucial to communicate benefits. PS warns about ADHO or EADH treasurer taking on budgetary tasks on behalf of other organisations.

JN states that there isn't a formal proposal on the table yet, but it would be good for EADH to support this direction.

The general feeling was that we would need different models for the money that is given back to each organisation (JCM also stresses that DHD is a language-based and not a regional organisation; KvDO notes that Benelux association wouldn't want to claim money back), but in principle HS proposal was received favourably and defined as a flexible and sensible approach.

Committee in principle supports this way of collaborating with associated organisations and in particular with DHD.

JCM asks to have a proposal ready for the winter meeting. HS states that likely NF will charge him to come back with a concrete proposal so that decisions could be also made by email exchange, so as to have a more mature proposal ready indeed for our winter meeting. Ideally, a proposal – or at least principles - should be agreed upon and ready by ThatCamp meeting to be held in St. Malo, France on the 19th of October (EADH representation at the Francophone meeting should be guaranteed - all to follow up by email with a proposal). OUP would need to be informed about any decision no later than November. There could be a phase 1 to test this model for next 2-3 years with the proviso that it can be reassessed. AC suggests to involve regional associations for defining principles (JCM to let AC and JN know if he will be able to go to Rome for meeting with AIUCD on October 3rd). Discussion follows on how best to achieve this. JCM proposes to follow up

individually with regional associations and then eventually use DH 2014 in Lausanne as venue where to convene more formally with the various chairs.

JCM takes this action on as chair but will liaise with JN, HS and DB by email to refine principles of this model and liaise with OUP accordingly.

JN thanks Harold who leaves the room. We move to point 11.i.

10.ii Committee appointments

10.ii.a. 2015 PC members

KvDO and ØE volunteered to be in the PC committee 2014 (excellent candidates, states JN). MT will be in the committee as outgoing chair.

JN suggests motion, TT seconds. Voted nem con.

10.ii.b. ADHO steering committee

Besides JCM – suggested as candidate prior to the meeting - we have a second position to fill in as TT is finishing its term. JN states PS has good strategic view of the organisation. PS was honoured to be nominated.

JN suggests motion to appoint PS, AC seconds it. Voted nem con.

10.ii.c. ADHO Multilingual Multicultural Committee

JN has contacted ML and he has informally accepted.

JN suggests motion, PS seconds. Voted nem con.

10.ii.d. ADHO publications committee

JN reminds us we agreed to nominate outgoing committee member Espen Ore while discussing the communication officer tasks (see also item 11.i which was discussed earlier during the meeting even if it follows below in the agenda).

10.ii.e. Awards Committee

KvDO is willing to continue in this role.

JN proposes to bundle ii. c, d, e and suggests motion to accept these nominations; PS seconds it. Voted nem con.

10.ii.f. Co-opted members

Espen Ore and Elena Gonzalez Blanco are the suggested candidates.

PS presents candidate Elena Gonzalez Blanco from Spanish Literature department at the Open University (UNED) (example of area of expertise: TEI and analysis of medieval metrics). JN stresses it's important if candidates are keen in being actively involved and institutionally supported.

DB reminds procedure about having to be a member of the association.

JN mentions we could have a third candidate but we could leave the slot open for now and come back to it by email exchange. Middle East and Eastern Europe are mentioned as areas that could be further represented in the committee. The Nordic/Baltic countries will also not be represented enough soon in the committee.

JN suggests motion to accept these two nominations, DB seconds, Voted nem con.

JN to inform Espen and PS Elena.

10.iii Día de las Humanidades

PS mentions the experience of this event, which was a version of the 'Day of DH' event organised by centerNet, but in Spanish and Portuguese. It was very successful and led to a number of initiatives. PS also talks about barrier with anglo-centric DH research. He approached both HDH (Spanish organisation) and Mexican association RedHD (who organised infrastructure for this initiative); they invited people from Brazil and Portugal and they all worked very well together. Lots of participants involved in both languages. Lots of good ideas including the one of creating "Who are you Digital Humanists?" survey in Spanish in order to map the field in that language.

PS also attended the first conference of the Spanish language association, which was also very successful, with 104 papers and submissions from 11 countries. They also had pre-conference workshops. PS records that HDH was grateful to us for funding the workshop last year. Next conference will be in two years time in Madrid.

JN states it seems an impressive amount of activities and hopes we can build a more structured link to that group.

11. Updates

11.i LLC Website and infrastructure

Relevant document in Agora: *EAD-ALLC-website-budget-application-2013-v3* (JCM)

JCM summarises his proposal. JN mentions that we had the discussion about the need of somebody in charge of communication and also content management. JCM supports this idea. DB mentions option of proposing a co-opted member (see item 10.ii.f).

Discussion moves to the need of a working task group with protocol of aiming at updating the website.; the idea of an open call with three bursaries to be offered to roles of social media correspondents in the various language areas is mentioned as well as ADHO decision of setting up a communication committee. JN sees Espen Ore filling that role for us well. No volunteers emerge as yet to draft a possible call. JN takes this on but will liaise with MT and ask EO to join in.

JCM clarifies that 'technical development' on his proposal means design work but without touching the structure of the website. MT asks to have consultation with the committee about revamping the logo. She would be happy to be involved on design work for the website. JCM and MT to come back to us within a week with definite proposal.

JN suggest motion, KvDO seconds. Voted nem con.

PS praises work carried out by JCM in transforming ADHO infrastructure (e.g. quick migration of DHQ); well worth the money. JCM also mentions and praises other people that worked on this migration including Ian Rifkin, Stefan Sinclair and John Unsworth. Record thanks to Lena for her constant work in maintaining and updating our website.

11.ii Membership

Relevant document in Agora: *ALLC_EADH_Membership_report_July_2013* (DB)

While connected on skype JCM noted some inconsistencies between membership analysis comparing DB and PS reports. JCM to follow up with PS and DB via email.

(JCM leaves the meeting at 15.15)

DB reports that membership is up. More members have signed up – about 20 – since he wrote the report. He describes the membership-only subscription as a popular option. He also mentions problems with currency as stated in the report together with other frustrations related to membership renewal. DB offers his availability to help solving these issues when possible.

AC raises issue of EADH membership going down. DB thinks this is just due to take up of joint membership, but true ACH saw a rise in individual subscriptions probably due to their being more proactive in attracting new members.

PS and JN thank DB for his hard work.

11.iii URL

MT reminds us that we need to switch to eadh.org and this should be done keeping the redirect from all.org Directory names on the website should be changed too. Action on JCM to take care of all this involving Lena as necessary. DB will make change to executive mailing list name and add AC as admin of all lists.

11.iv EADH Constitution

JN proposed modified constitution in Agora (relevant document: *Constitution-w-Name-Changes*). JN asked for any objection.

JN suggests motion, ØE seconds. Voted nem con.

This should be also announced at the AGM. MT will report on this at the AGM and JN will report this change to the charity commission (JN to remember also to change constitution on the website with amendments previously made) and with trustees.

11.v Other projects, workshops & initiatives

No additional proposals were received prior to this meeting.

11.vi Bursaries

This was already dealt with under item 3 when ØE reported on ADHO Awards Committee activities.

12. Midterm meeting

The aim of this face to face meeting should be to discuss strategy over the next several years, including strategy with respect to associate organizations.

After the doodle set up by MT, the date was agreed upon for the last Friday (29th) of November (unfortunately TT might not make it). MT happy to host at UCL if they manage to secure a room; this will be enquired. UCL might be able to pay for lunch and coffee breaks. EADH could then cover dinner. UCL admin could also point to hotels to book. Fall back could be Senate House (advantage of UCL is that it's free). DB to liaise with executive committee on logistics and to report back in the next five days.

Officers had informal discussion about whether EADH should fund participation to this meeting because of its strategic importance. The committee didn't vote but agreed on PS proposal to cover economy travel, accommodation and dinner (on the Friday or Thursday night). Action on JCM to prepare meeting in advance so that we get documents within reasonable time for discussion and decision.

13. Review of decisions, appointments and responsibilities

N/A

14. Any other business

JN states was a pleasure to chair this committee. ØE thanks him for chairing this meeting and for the proposal about Lisa Lena's prize. All record thanks to JN for stepping up as chair given recent circumstances.

JN elicits closing remarks:

MT feels we are taking pace and feels part of an organisation she endorses. EV mentions exciting time concerning Open Access movements and thanks us all for collaboration in any capacity. KvDO thinks we can make big difference in what we are doing given rise of Digital Humanities. DB believes in our principles of openness and in keeping up with in Lisa Lena's tribute. TT thought this was a very productive meeting. AC thanks all for funding her participation to DH 2013.

All record thanks to AC.

The meeting was concluded at 17.26.

Action Points

Responsibility	Task	Status
DB	Same actions as per Ghent minutes.	
	Change name to executive mailing list.	Done (JCM)
	Add AC as admin of all lists.	Done (JCM)
	Liaise with executive committee on logistics for winter meeting (29 November) and report back on room bookings etc. in the next five days.	Done (MT)
AC	Correct Ghent minutes based on highlighted typos etc.	Done
	Confirm whether she could accept the secretary role in 2014 by winter meeting.	Done
	Send OUP details about TPD L conference in Malta.	Done
ALL	Collect ideas about venues where to publicise LLC and send them to Jane Wiejak at OUP (jane.wiejak@oup.com).	
	Follow up by email on a proposal to have an EADH representative attending ThatCamp in St. Malo (October 2013).	Done
Communication officer	Check we have usable logo and communication package in Agora.	
	Action assigned to Espen Ore in Ghent minutes.	
KvDO	Send criteria for Fortier prize to MT.	
	Work with EV on suggestions and criteria for choosing LLC articles that are made available in Open Access mode.	
ØE	Send copy of draft call for small grants to secretary and chair.	Done
	Liaise with JN on the issue of expanding pool of reviewers for DH14 overcoming cultural barriers (e.g. criteria to select reviews).	
	ØE to talk with NF about prize in memory of Lisa Lena.	Done
LI	Draft modified proposal for small grants call and present it to the committee.	Done
JCM	Follow up on eadh.org (owned by somebody in Germany).	Done
	Liaise with JN, Harold Short, DB and OUP by email to refine principles of associated organisations model.	In progress
	Let AC and JN know if he will be able to go to Rome for meeting with AIUCD on October 3 rd .	Done
	Work with MT and come back to us within a week with definite proposal about website logo and related design work.	Done
	Follow up with PS and DB via email on some inconsistencies between membership analysis noticed while comparing their reports.	
	Take care of URL redirect and implications involving Lena as necessary.	
	Prepare winter meeting in advance so that we get documents within reasonable time for discussion and decision.	Done
JN	Check TT ADHO membership.	Done
	Liaise with ØE on the issue of expanding pool of reviewers for DH14 overcoming cultural barriers (e.g. criteria to select reviews).	
	Communicate with JR about memo on outreach.	
	Contact Claire Clivaz to join small grants committee plus co-opted Spanish member, Elena Gonzalez Blanco.	Done
	Explain financial details about budget allocation to editorial officers attending DH at ADHO meeting.	Done
	Report about discussion with OUP concerning optional membership fees with only digital journal but also no journal subscription at all at ADHO meeting.	Done
	Initiate email exchange on third co-opted member if considered necessary.	

	Inform Espen about nomination as co-opted member.	Done
	JN to draft call for social media correspondents or communication task. He will liaise with MT and ask EO to join in.	Done
	Report about name change in the constitution to the charity commission and trustees.	Done
	Change constitution on the website as approved at the meeting and include also amendments previously made.	
PS	Upload graph of OUP income and expectations for 2013 to AGORA.	
	Make some of the information (in numbers and charts) connected to ADHO expenditures as well as historical expenditures public.	
	Provide possible figures for next small grants call.	
	Explain financial details about budget allocation to editorial officers attending DH at ADHO meeting.	Done?
	Inform Elena about nomination as co-opted member.	Done
MT	Check that all reports from small grants have been collected.	
	Present proposal for a prize in memory of Lisa Lena at ADHO meeting.	Done
	Work with JCM and come back to us within a week with definite proposal about website logo and related design work.	Done
	Report on name change in the constitution at the AGM.	Done
EV	Get in touch with OUP marketing office about name change in leaflet.	
	Liaise with OUP about using other metrics and about name change in flyer.	
	Discuss editorial board issue with the editorial team and have a proposal ready for the winter meeting.	
	Propose project to finalise the online publication of digitised Bulletin and backlog of LLC issues (second phase of project) by winter meeting.	
	Liaise with OUP about issue of old journal title connected to ISSN.	
	Work with KvDO on suggestions and criteria for choosing LLC articles that are made available in Open Access mode.	
	Explain editorial case about budget allocation to editorial officers attending DH at ADHO meeting.	Done?