**Agenda for TRU Open Press Advisory Board Meeting**

Date/ Time: October 7, 2024, 1:00 pm to 2:00 pm

Location: [**Join the meeting now**](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDA0MWMzNzYtYTI4YS00ZTkwLTk1NzUtNzRiODcwMTVmMDc1%40thread.v2/0?context=%7b%22Tid%22%3a%22eb1c9d1a-e6e8-4097-87fe-bb01690935b7%22%2c%22Oid%22%3a%22287d441c-8052-4d40-b849-e37e68adb151%22%7d)

Meeting ID: 276 638 748 852 - Passcode: UcYv9J

**Note:** Please review the attached Meeting Minutes document before the meeting to facilitate a smooth approval process.

1. **Welcome and introductions** (5 minutes)

* **Presenter:** Marie Bartlett, OP Co-Chair
* Land Acknowledgement and Welcome by Co-Chairs, Marie and Brian
  + Brian is interim Advisory Board Co-chair while Brenna is away
* Brief introduction of each Advisory Board member
* Student representatives on the Board for 2024-2025
  + Bensley Pierre: (Welcome back, Bensley!) Bensley was student rep for the 2023-2024 year and is also on the Project Adjudication subcommittee
  + Greg Vilac made a huge impact on the OP team as a E-Learning Support technician. We are so happy to have him on now on the board!

1. **Approval of the meeting agenda and previous May 27 meeting minutes (5 minutes)**

* **Presenter:** Marie Bartlett, OP Co-Chair
* Review and approve the meeting agenda
* Review and approve the previous meeting minutes

1. **Publishing Manager’s update** (15 minutes)

* **Presenter:** Dani Collins, Publishing Manager
* Status of ongoing projects
  + 2023‒2024 project completion, and projects continuing into 2024-2025
* New Projects approved by OP Adjudication subcommittee
* New Projects in Service of other ISP initiatives
* Recent releases and upcoming publications
* Team updates

1. **Subcommittee comments on new projects (5 minutes)**

* **Presenter:** Jamie Drozda, OP Project Adjudication Subcommittee Chair
* Adjudication process
* Approved projects
* Recommendations on proposal form

1. **Strategic Goals for the Coming Year** (5 minutes)

* **Presenters:** Marie Bartlett, OP Co-Chair & Dani Collins, Publishing Manager
  + Quantitative data for OERs, usage and promotion – survey to be sent out and posted (on posters with QR code and on websites)
  + Support of other ISP initiatives, especially OEP for Honours College
* Discussion on key goals for the TRU Open Press in the next 12 months
* Feedback from the Advisory Board on strategic direction

1. **Open Discussion and questions** (10 minutes)

* **Presenter/ facilitator:** Brian Lamb, OP Co-Chair
* Open floor for any additional comments, questions, or suggestions from board members

1. **Next Steps and Closing Remarks** (5 minutes)

* **Presenter:** Dani Collins, Publishing Manager
* Outline next steps
* upcoming meeting schedule – March or April 2025

1. **Closing remarks by Co-Chairs (5 minutes)**

## Supporting Documents

* TRU Open Press Meeting Minutes from May 27, 2024
* Contact information for Advisory Board members
* List of current and upcoming TRU Open Press projects

We look forward to a productive and inspiring first meeting. Thank you for your dedication and commitment to advancing the mission of TRU Open Press.

Warm regards,

Marie Bartlett and Brian Lamb

Co-Chairs, TRU Open Press Advisory Board