The Council of University of Arkansas College and Research Libraries (CUACRL) Digital Initiatives Committee met via conference call on Thursday, September 1, 2016. Amy Allen called the meeting to order at 3 p.m. She called roll and the following members were present Martha Parker (UAF), and Sherrie Norwood (UALR Law). Regrets were received from Jordan Ruud (UAFS), Chad Garrett (UALR), and Jessie Burchfield (UALR Law). Absent members were Mary Heady (UAM), Tim Nutt (UAMS), and Georgia Watley (UAPB).

The following agreements were reached:

1. Reformatting the Metadata Plan and to submit it to the CUACRL board. Amy Allen agreed to finalize the work for this plan.
2. Editing, reformatting, and adding a bibliography to the Preservation Plan to be ready for submission to the CUACRL. Sherrie and Martha agreed to finish the work.
3. Submit the CUACRL’s DIC second quarter report.
4. Continuing with the next two tasks via email/GoogleDocs after completion of tasks 1, 2, and 3 listed above.

The meeting was adjourned at 3:47 p.m.

Respectfully submitted,
Martha A. Parker
UAF Library