

Institutional Repository Project

Electronic Theses and Dissertations (ETD) Working Group Meeting Agenda

Tuesday 1st July 2008, 11am – 12pm

Keepers Room, Whitworth Building

- Circulation** Project Sponsor and Working Group Chair: Professor Nigel Vincent
Project Manager: Dr Phil Butler
Working Group Members: Dr Jim Miles (EPS), Dr Maria Nedeva (HUM), Dr Anna Lawless (LS), Dr Pamela Vallely (MHS), Mrs Maria Graham/Dr Keith Elliott (Teaching and Learning Support Office), Miss Claire Atherton (Graduate Education Team), Ms Janet Barratt (Library)
- Date/Time** Tuesday 1st July 2008, 11am – 12pm
- Venue** Keepers Room, Whitworth Building (Building 51 on Campus Map)
- Filename** IRProject_ETDWorkingGroupAgenda_Meeting2008-07-01.doc
- Enquiries** Dr Phil Butler, Tel: x51514, Email: p.butler@manchester.ac.uk

Agenda

1. Apologies
2. Minutes and actions from last meeting
3. Next steps and topics for discussion
Group to discuss the following;
 - a. What is a realistic launch window and what are the key deadlines/milestones?
 - b. What is the outline plan of activities?
 - c. What are the critical issues and significant obstacles/risks?
 - d. What are the next steps for communication and advocacy?
 - e. Do we need pilots/early adopters/trials and how do we choose them?
4. Schedule for future meetings