Europeana Aggregators' Activity Plan 2020

1. EAF aspirations

The Europeana ecosystem builds on a [network of national, thematic and domain aggregators](#) enabling cultural heritage institutions to share their content with Europeana and open it up to new audiences. Aggregators work with thousands of cultural institutions and collectors to gather authentic, trustworthy and robust data and make it accessible to Europeana, and from there to education and research infrastructures, creatives, developers and the general public. An important source of expertise, aggregators offer advice and support in digitisation, content description, metadata mapping, licensing, media formats accessibility, multilingualism and in domain and subject vocabularies.

The Europeana Aggregators' Forum (EAF) is the place to coordinate all activities required for the effective functioning of a pan-European cross-domain aggregation ecosystem at operational and strategic level. At operational level, accredited aggregators will ensure the development and uptake of standards and frameworks and have an active role in shaping the aggregation process and outcomes. At a strategic level, the EAF will function as an advocacy body for pan-European aggregation.

Finally, we wish to facilitate a closer collaboration with the [Europeana Network Association (ENA)](#), and together with the Europeana Foundation, we will work towards the overall strengthening of the Europeana initiative.

2. Main areas of activity

Our activities foreseen for 2020 will cover the following range of areas:

Europeana Aggregators' Forum Steering Group

The Steering Group is responsible for the management of the EAF. It actually consists of two representatives from accredited aggregators elected by the General Assembly of the EAF and one representative from the Europeana Foundation.

The Steering Group will set the agenda for the bi-annual EAF meetings, organise and chair these meetings and ensure participation of relevant members. The chair or vice-chair of the Steering Group functions as Europeana Network Association / Members Council liaison after each EAF meeting or when specific issues for discussion points occur. The Steering Group prepares communication on aggregator relevant aspects for the EAF Basecamp project and asks aggregators for feedback and input to relevant topics. It ensures visibility (Pro) and recognition of the role of aggregators in the ecosystem and facilitates and supports the EAF in the DSI. Europeana Foundation supports aggregators attending the EAF meetings, ensures and safeguards consistent messaging and branding and coordinates with EF staff activities relevant for aggregators.

The Steering Group will hold virtual meetings once every one or two months (depending on coordination needs of the EAF) and engage in regular communication exchange.

The Steering Group has been discussing also with the Europeana Foundation some changes to its internal structure and to its functioning, in order to align it with the other pillar of the Europeana initiative, the ENA. The proposed changes will be presented and voted at the EAF Spring meeting in 2020.

EAF Task Forces and Working Groups

One of the above mentioned proposed changes in the EAF functions has to do with the possibility to propose and run Task Forces and Working Groups inside the EAF. In order to avoid duplications and possible overlapping, this activity will be carried on in close coordination with the ENA secretariat and it will follow the same procedure and criteria. In 2020, there have already been proposals to set up a couple of task forces and one working group under the EAF. The first proposal that has been submitted and approved in coordination with the Europeana Tech Community is a IIIF working group to focus on IIIF adoption, training, and translation of resources. The second proposal is to set up a task force to work on the "train the trainer" concept, fostering digital transformation and establishing how training activities can be better developed, structured and effectively promoted. The third proposal is to revive the work of the Advocacy task force in order to work on a set of aggregation policy recommendations to be shared with the EC and the DCHE group in autumn 2020. These TF proposals will be eventually evaluated and formalised by the SG after the vote in the General Assembly of the EAF in the 2020 Spring meeting.

EAF Membership

Currently 37 aggregators are represented in the EAF (as of January 2020). The up to date list of all accredited aggregators to the Europeana service with more information about them is published on Europeana Pro. New applications for accreditation are evaluated by the EAF Steering Group and approved by the General Assembly of the EAF at least once a year (see below).

EAF and General Assembly meetings

Accredited aggregators come together twice a year for the meetings of the EAF. A General Assembly meeting is part of every EAF meeting. In 2020 one EAF and General Assembly meeting will take place in spring (6-7 May 2020) and the second one in autumn.

The EAF Steering Group is going to start meeting more regularly with the ENA Management Board as well as the Europeana Foundation Board. These common meetings are foreseen to take place at least twice in 2020. Beside that, there will be regular updates on EAF activities given at the ENA Members Council meetings (three times a year), as well as ENA activity updates provided at the EAF meetings.

EAF Communications

The EAF uses Basecamp for communication towards and among its members. In order to give the EAF its own public source of information, there will be a section dedicated to news relevant for aggregators in the monthly Network Update. If the amount of relevant content will grow in

the near future, the EAF could consider sending out its own newsletter. There will also be a closer collaboration between the ENA and EAF on Europeana Pro blog writing.

3. Overview of activities and events per semester

January to June 2020

Governance & ENA alignment

The EAF Steering Group is proposing some changes to the EAF governance and some changes in the interaction of the EAF with the Europeana Network Association (ENA) in order to allow for a better alignment of these two pillars of the Europeana Initiative. This proposal consists in the addition of a third elected member of the Steering Group and on the extension of the SG term of one year, in order to be aligned with the term of ENA councilors. These changes will be voted during the EAF Spring meeting in May 2020.

The EAF secretariat will start facilitating a regular information exchange and meetings organisation both between the EAF, the ENA Management Board and the Members Council. The coordinated EAF and ENA activities will be reflected in the work of the communities, task forces, and working groups, as well as EAF and ENA communications efforts. The first meeting of the EAF Steering Group and ENA Management Board, as well as EAF activity update at the ENA Members Council, will take place in March 2020 and it will be followed by regular meetings (at least two times a year).

Task Forces / Working Groups approval

In case the GA will approve the EAF capacity to propose and run TF and working groups, the EAF Steering Group will evaluate and formalise the set up of EAF task forces and working groups in collaboration with the ENA secretariat. Briefs for task forces and working groups will be developed and submitted to the EAF Steering Group. The proposals will then go through a review and approval process.

Preparation of the spring EAF meeting

The spring 2020 meeting of the EAF will take place from 6 to 7 of May. The EAF Steering Group supported by Europeana directors and the Europeana event managers prepare for the meeting. Following the emergency of COVID-19, this EAF meeting will be held completely online. This would be the first large official assembly in the Europeana initiative that will run online.

Spring EAF meeting

The spring 2020 EAF meeting will have a focus on copyright related aspects, offering a train the trainer day on this topic on 7 May. The day before the General Assembly will meet, we will offer a series of lightning talks, hear about recent development across the Europeana Initiative and will follow up the next steps discussed during the workshop on empowering collaborations.

Task Force and Working Groups activities

The working group on IIIF has been kicked-off in April in collaboration with the Europeana Tech Community, while the Task Force on Advocacy will eventually be submitted and evaluated right after the spring EAF meeting, and the one on Training and digital transformation will be eventually submitted and evaluated after the summer.

July to December 2020

Preparation of the autumn EAF meeting

Most probably also this EAF meeting will take place online. The work on the agenda will include any (preliminary) outcomes and recommendations from the task forces and working groups. A train the trainer day is also foreseen to take place during the autumn meeting, but the topic is not yet defined.

Task Force and Working Groups activities

In this period the Task Force on Training and digital transformation will eventually go through the approval process and kick-off.

Autumn EAF meeting

Date for the autumn EAF meeting is not defined yet. Proposals are currently evaluated to identify a suitable host for this meeting.

Delivery of Task Force recommendations

The task force on Advocacy will be required to submit its final recommendations to the EAF Steering Group by mid October 2020. These will be reviewed and the task force chairs will be expected to promote its outcomes at least through the EAF Basecamp project. The EAF representative at the DCHE will also present the recommendations to the group in the autumn meeting of the DCHE.