

**The Canadian South East Asia Refugee Historical Research Project:
Hearts of Freedom
Management Committee Meeting
January 30, 2019
Archives Boardroom, 5th Floor, McOdrum Library
Videoconference access: <https://appear.in/heartsoffreedom>**

SUMMARY NOTES

***Participants:**

Allan Moscovitch – Chair

Dau-Thi Huynh

Rivaux Lay (for Charlie Lim)

Kien Le

Emily Burton

Charlene Elgee

Chris Trainor

Stephanie Stobbe

Colleen Lundy

Peter Duschinsky

Regrets: Mike Molloy, Charlie Lim, Tuyet Lam, Xay Bounnapha

Staff: Mondy Lim (Media Coordinator); Ginette Thomas (Project Coordinator)

1. Review of agenda
2. Review of Summary of December 5th, 2018 meeting
3. Updates: Allan Moscovitch and Colleen Lundy
 - a. Ethics: On December 14, we received clearance to proceed with the project from the Carleton University Research Ethics Board – A .
 - b. Funding:
 - i. Our TD Bank Fund application was not successful. We advised to try again at the latter stages of the project, for example, to support the development of exhibits across Canada.
 - ii. Potential funding from Citizenship and Immigration Canada (CIC) is contingent on submitting to them an interim report of interviews in progress by the end of March.

- iii. New funding: the possibility of receiving an additional \$40,000 from a donor in Winnipeg is still a viable option, if we are able to obtain funding from other sources to support research interviews in the West.
 - c. On January 6, 2019, we conducted a Half-day Workshop with the Coordinators and Interview Teams. The purpose was to hone the skills and to answer questions about the process as prepare the teams to start the interviews.
4. Distribution of the interviews: the Management Committee was briefed on the preliminary distribution of the target number of interviews by community group and location, as outlined in the chart below.

	Vietnamese	Cambodian	Laotian	Sponsors/Admin	Total
Ottawa	14	6	5	5	30 (27%)
Montreal	16	7	6	6	35 (32%)
Toronto	20	7	9	9	45 (41%)
	50 (45%)	20 (18%)	20 (18%)	20 (18%)	110 (100)

5. Review of the preliminary website design:
- a. Using screenshare on the videoconference, Mondy provided a walk-through of the “mock up” of the website that is currently under development.
 - b. Based on the principle that there is more about media than just text, the website will focus on video images and photos to tell the story and build the narrative.
 - c. The design will showcase each interview. The plan is to highlight the most recent interviews and to organize the others by categories for easy retrieval.
 - d. The website will also include a global calendar to show progress on the interviews. It was agreed, however, that for reasons of confidentiality and privacy, the calendar will not include the names of the interviewees.
 - e. It was agreed that the logos of the partners and organizations involved in the project.

6. Archives: Chris Trainor, Archives and Research Collections, Carleton University provided an update on issues related to the storage of data.
 - a. Because the goal of this research project is to record over 100 video interviews on high resolution 4K film video format and to document the same quality for photographs and scans of artefacts from the period in question, it is expected that we will require approximately 15 Terabytes of data.
 - b. From the University's perspective, this is not the usual video storage format requirements. Chris highlighted that, in fact, this represents three times that of the needs of the Library at this time. As a result, Chris and Mondy are exploring the options that are available from outside sources, like Amazon for example, to facilitate not only the storage for a large amount of data, but also the retrieval and access to that data.
 - c. Two discussions followed:
 - i. Why did the project decide to use the High Definition 4K video format if it requires such a large amount of storage. There were two factors that influenced this decision. The first was technical – on the advice of Sheila Petzold and Karl Roeder, 2 highly experienced videographers, the use of higher quality video at the outset will facilitate editing functions in the longer term, and is the quality standard for the production of films and documentaries. The second was from a project perspective – there is a lot of effort dedicated to capturing personal experiences on film, and it is the view of the projects that the interviewees deserve the best quality possible to preserve their words and memories for the longer term.
 - ii. What are the project's plans for the longer term preservation of the data, and the management of the website. It was noted that the project website, as designed, exceeds the requirements of the University, and therefore will not be hosted by Carleton University. Allan reassured the Committee that there are options available to the project, including hosting the website in an off-site location. The costs of the longer management of the website is an important factor to be considered. Stephanie indicated that she would start discussions with the IT department at the Canadian Mennonite University as to whether there is the possibility that they would be interested in hosting the website as designed.
7. Background research papers – Allan Moscovitch:
 - a. The project is hiring 3 research assistants to write background papers. Two research assistants will be working at Carleton University and preparing papers on: an analysis of the media coverage about the South East Asia refugee issues during the 1975-1985 period; and, a background paper on the issues related to the Cambodian refugees at that time. The third research assistant will be working at the University of Winnipeg, and will preparing a background paper on the issued related to the

Laotian refugees during that period. One research assistant has already been hired and the process is under way for the other two. The papers will be delivered in April.

8. General discussion – community outreach:
 - a. The project will have a display table at the upcoming Ottawa Vietnamese New year Festival the weekend of February 9 & 10. This will allow the project the opportunity to showcase the project and to approach potential interviews.
 - b. A Banner to draw attention to the project will be developed and printed for the Festival. The idea is to have a consistent image that becomes a look and a brand for the project.

9. Next meeting: Allan announced that he will be away for the month of March. He recognizes that it is a busy time of year, but that the Management Committee should try to meet in March if possible.