Digital Collections Users' Group   CARLI Committees

10-19-2006

Digital Collections Users' Group Minutes for October 19, 2006

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CARLI Digital Collections User Group Minutes

OCT. 19, 2006
CARLI Office, Champaign, IL

Members Present: Sue Wilson (Illinois Wesleyan), Maureen Bendoraitis (Governors State), Howard Carter (Southern Illinois University), Denise Green (University of Illinois at Springfield), Virginia Kerr (Illinois State University), Claire Stewart (Northwestern University), Gretchen Tuchel (University of Chicago), Kerri Willette (School of the Art Institute of Chicago)

CARLI Staff: Jessica Gibson, Amy Maroso, Kristine Hammerstrand

Introduction, Susan Singleton
Susan gave the committee a brief overview, describing the DCUG's role as a users group for the CARLI digital collections that parallels the I-Share users group – a central committee w/teams underneath for specific issues/specialties, with subgroups reporting back to central committee.

After a brief background of CARLI digital collections, Susan noted that a CARLI board subgroup, the Digital Vision Task Force, has been appointed to answer two primary questions:

1. Should CARLI actively seek content for its digital collections
2. Do we want to specialize in Fine Art images or should we seek broader materials

The board task force is due to report at the January board meeting.

Susan suggested that the DCUG look at issues like the interface of the current collections, the CARLI Digital Collections Development Policy.

Updates from Jessica and Amy
CARLI digital collections so far: SASKIA, Bradley University, and Southern Illinois University Carbondale collections are up and live. 20 Cdm collections have been requested – Carbondale and Springfield have started working, few others really have been working in CONTENTdm so far. So far, schools expressing primarily interest in image collections over text -- a survey might clarify what types of collections schools are considering.

CONTENTdm Training: Amy reported that 9 libraries were trained in August, 6-7 more will train this fall. A total of 21 schools have gone through training so far. Advanced Cdm training is coming -- custom queries compound objects, etc. – CARLI will start digitization trainings/overviews in spring. Planning additional trainings will require standards documentation to be effective.

Standards & Best Practices
Committee members agreed that we need to first look at existing standards documentation – this committee should sort through what's out there and filter it down for member libraries.

A subgroup will form to examine what documentation already exists within the consortia – what's out there and what we could create for ourselves? Recommendations could be split into levels of documentation, and should address scanning images, metadata, digitization help (like choosing equipment), and could even answer questions about larger institutions supporting out-sourcing of image creation.

Recommendations should keep interoperability in mind -- what other kinds of tools are people hoping to use with CONTENTdm -- esp. presentation tools, Madison Digital Image Database (MDID), PowerPoint plug-in, and Voyager. We may want to consider if content in Cdm can be mapped to MARC and other schemas.

Sharing documentation
Kris suggested creating an internal site that only DCUG group members could access. This site can serve as a place for the group to see what we have for standards documents. An internal page could be up right away.

Discussion of the SASKIA collection
Virginia reviewed the Request for Fixes and Feature Enhancements document pertaining to the SASKIA collection. Requests for metadata fixes in SASKIA have been completed by CARLI staff – specifically, they have inserted text that shows "detail" in the title.notes field.

Virginia requested changing the default display to 1024 on the long size - Jessica will look into that. Additional change requests were suggested including putting together specific how to documents/help files for the My Favorites section. There was some discussion of the default view for CONTENTdm collections. A previous request from a member library to change the default view to Thumbnail was already accommodated by CARLI staff. CARLI staff will investigate whether the default view in Cdm can be customized by collection.

The group discussed the potential of sponsoring a SASKIA webinar training session. Maureen suggested that Governor State could set up such a training using Horizon Live Classroom.

Survey
Committee agreed that we need more accumulated info compiled before we implement a survey. Gretchen will compile potential survey questions.

Sub-Groups Formed:

- *Sub-Group for Standards Documents* – Kerri (lead), Claire, Virginia, Amy, Gretchen – to will gather info on existing standards & recommendations from within the consortia to recommend collection practices.
- *Sub-Group on CARLI Digital Collections Interface* – Denise (lead), Sue, Maureen, Howard, Jessica

Action Items:

- Sub-Group for Standards Documents to will gather info on existing standards & recommendations from within the consortia to recommend collection practices. Committee will report initial findings at December meeting.
- All DCUG committee members should send documents/documentation about their own library's local digital collections/metadata standards to the listserv (dcug@carli.illinois.edu) with Amy name first in the subject line. These will be posted to the DCUG site for committee review.
- All DCUG committee members should send potential survey questions to Gretchen (gtuchel@uchicago.edu) and she will compile them for review at the mid-December meeting.

Next Meeting
Monday, December 11th – potentially at the Illini Center at Adams & Wacker in Chicago.

Agenda items for the next meeting will include: survey questions; update on user interface; OAI and

interoperability with non-Cdm collections; CARLI's Digital Collections Development Policy; and future training groups

Minutes Prepared by Kerri Willette