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Digital Collections Users' Group Minutes for May 20, 2008

Consortium of Academic and Research Libraries in Illinois

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CARLI Digital Collections User Group

Meeting Minutes - May 20 2008

Conference Call 10:30 – 12:00

Members present: Sue Wilson (chair, Illinois Wesleyan University), Matt Cook (Illinois Institute of Technology), Kate James (Illinois State University), Betsy Kruger (University of Illinois at Urbana-Champaign), Michel Nguessan (Governors State University), Kerri Willette (School of the Art Institute of Chicago)

Members absent: Howard Carter (Southern Illinois University at Carbondale), Claire Stewart (Northwestern University)

CARLI staff present: Amy Maroso, Jessica Gibson, Elizabeth Clarage

1. General - April 22nd Meeting Minutes were approved pending any corrections submitted to the group by Friday, May 23rd.
2. Forum Planning
 - a. Panel Topic
 - i. Plan A: Copyright. Betsy will contact Carrie Russell, ALA copyright specialist to inquire about her availability and rate/travel requirements. Her availability and requirements will need to be confirmed by Friday, May 30th.
 - ii. Plan B: Collaborative Projects. If Carrie Russell is not available (or if she requires travel expenses and other costs) then for this forum we'll line up a panel group to discuss instate collaborative digital projects.
 1. Kate James from ISU will participate on the panel and also serve as panel coordinator
 2. Sue Wilson will contact Jeffrey Hancks or Bill Thompson from Western Illinois University
 3. Betsy Kruger will check her availability to present on the UIUC and Urbana Free (or Field Museum) collaborative projects
 4. Ask Claire about possible collaborations at NU that she or someone there could talk about?

Deadline for confirming panel topic and confirming panelists is June 6th

- b. Breakout Sessions
 - i. Eben English (Illinois Institute of Technology) will present on IIT's digital audio project Voices of the Holocaust (<http://voices.iit.edu>). Matt Cook will find out equipment needs and Amy will make sure Chicago State puts this session in a room (possibly the auditorium) that can accommodate Eben's presentation needs.
 - ii. Illinois Wesleyan University Projects – one session, two participants. Meg Miner – student newspaper project and Stephanie Davis-Kahl – designing digital collections as teaching tools
 - iii. Metadata session - Amy will contact Richard Urban (UIUC) to see if he would be available to do an intro session on Dublin Core metadata.
- c. Marketing
 - i. A save the date email should go out no later than June 6th or as soon as the panel session participants are confirmed
 - ii. Registration announcement should be sent out as soon as possible after the save the date goes out.

- d. Other
 - i. Keynote topic will be a digital project planning overview (Kerri Willette, School of the Art Institute of Chicago will present)
 - ii. Sue Wilson will update the forum section on the DCUG wiki
- 3. OCLC Midwest User Group Conference Update (Amy and Jessica)
 - a. No definite date was given for the release of the next version of CONTENTdm, however, it was announced that the new release will include a completely redesigned Acquisition Station. Release date may be announced at ALA.
 - b. There are no longer any licensing restrictions on the JPEG2000 Acquisitions Station, so all CARLI Digital Collections users can be upgraded for free. CARLI is currently discussing delivery options for getting the JP2 Acquisition Station out to CARLI users.
 - c. There is a new Support FAQ available in the CONTENTdm User Support Center.
 - d. A new version of the Power Point plug-in is coming soon. The new plug-in includes new features, but is PC only (still no Mac support).
- 4. CONTENTdm Upgrade and Statistics Update (Amy and Jessica)
 - a. Depending on the release date for the new version, CARLI may wait and upgrade directly to the newest version.
 - b. Statistics functionality is still in the programming queue. Sue Wilson mentioned that she has been getting more and more requests for usage statistics.
- 5. Committee Updates
 - a. Standards – no updates at this time
 - b. Interface
 - i. Jessica implemented the new changes to the menu bar and advanced search functionality
 - ii. Jessica is currently adding collection-specific browse links and search boxes to the main content area of each collection home page
 - iii. An announcement about these changes was sent out to the CARLIdc-ig email list
 - iv. Sue Wilson will send results of a usability study of the collections done at IWU to the group
- 6. Public Wiki
 - a. We may want to demonstrate the public wiki at the Forum, in which case we need to add more content
 - b. Everyone on the committee will add at least one document to the public wiki by June 13th
 - c. Amy has added a document to the DCUG wiki called “How to Upload a File to the Wiki” - http://wiki.carli.illinois.edu/dcug/images/1/17/Upload_file_to_wiki.pdf
- 7. Next Year
 - a. Claire Stewart and Howard Carter are stepping down as their terms on the group are complete; Betsy Kruger’s term is also complete, but she will re-volunteer to serve another term.
 - b. Sue will know who the new members will be in the coming weeks. We will try to get all the new members at the next face-to-face meeting on June 19th.
- 8. Next Meeting: June 19th, at Illinois Wesleyan University, Ames Library in Bloomington, IL