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Digital Collections Users' Group Minutes for September 16, 2009

Consortium of Academic and Research Libraries in Illinois

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CARLI Digital Collections Users' Group

CARLI Digital Collections Users' Group Meeting Minutes

Wednesday, September 16, 2009

Conference Call

Members present: Ellen Corrigan (Eastern Illinois University), Chris Day (School of the Art Institute of Chicago), Eben English (Illinois Institute of Technology), Ginger Frere (Newberry Library), Betsy Kruger (University of Illinois at Urbana-Champaign), Julie Patton (Northwestern University), Laurie Sauer (Knox College), Nat Wilson (National-Louis University)

Members absent: Kevin Ford (Columbia College)

CARLI Staff present: Jessica Gibson (DCUG liaison), Amy Maroso (DCUG liaison), Elizabeth Clarage

1. Confirmed Nat as minute taker
2. Approved minutes from August 21 meeting
3. Subcommittee reports - no groups have met so there is little to report
 - a. Interface (Ellen) - Betsy Kruger will be joining the Interface Group
 - b. Standards (Kevin) - Julie Patton will be joining the Standards Group
 - c. Digital Preservation (Ellen) - Meeting Sept 29th in person and through conference call after the initial meeting
4. Review of CARLI committee guidelines - Everyone looked them over and there were no questions
5. Planning for metadata forum: when, where, who, etc. - see section 18 of the committee guidelines document for planning timeline
 - a. When: require 4+ months planning, so no sooner than February. Considerations for scheduling:
 - i. Copyright program was approved and will be in April
 - ii. ALA annual end of June
 - iii. Last 2 DCUG forums have been in July
 - iv. Little indication of preference from former event attendees on evaluation forms
 - v. July will be a tentative time - will give us plenty of time and several forums have been held in July with good turnouts
 - b. Where
 - i. Last one was in Champaign-Urbana so might be Chicago's turn
 - ii. Considering another location in the middle of the state
 - iii. Bloomington is a possibility
 - iv. Need capacity levels and type of space at any new place we pick
 - c. Topic Possibilities
 - i. Sharable metadata
 - ii. Technical metadata
 - iii. Standards for metadata
 - iv. Preservation metadata
 - v. Describing materials
 - vi. Audio description for images
 - vii. Different media types
 - viii. Local history collections metadata

- ix. User generated metadata
- d. Format
 - i. Will depend somewhat on topic
 - ii. Breakouts for smaller topics a possibility
 - iii. Hands on requires too much time, too many materials, pre-registration
- e. Attendee's interest
 - i. Some members unsure about what the purpose of the forum is
 - ii. Suggested getting feedback from attendees first
 - iii. DCUG members will all get a list of topics that we can look over
 - iv. Will also send out a list of topics to attendees
- 6. Nat will send out Executive Summary for LOC Flickr Project
- 7. CONTENTdm 5 update - In progress
- 8. New business? - Amy is the program planning subcommittee chair for the Midwest CONTENTdm User Group annual meeting. If we want her to bring anything to the Midwest CONTENTdm User Group, or to report on the group's work to DCUG, email her.
- 9. Next meeting - Conference call on Wednesday, October 21st at 10pm