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Digital Collections Users' Group Minutes for December 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, December 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), Kevin Ford (Columbia College), Ginger Frere (Newberry Library), Betsy Kruger (University of Illinois at Urbana-Champaign), Laurie Sauer (Knox College), Nat Wilson (National-Louis University)

Members absent: Julie Patton (Northwestern University)

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

1. Confirmed Kevin as minutes taker.
2. Approved minutes from the November 18, 2009 meeting.
3. Ellen reported on the committee chairs' meeting held October 30. Committees are encouraged to seek more opportunities for collaboration.
4. Subcommittee reports:
 - a. **Interface subcommittee**: No report.
 - b. **Standards subcommittee**: Kevin reported that the "Digitization Best Practices for Images and Text" document has been reviewed as of December. An outline for the video digitization document has been sketched, and sections have been assigned to subcommittee members; a draft is expected to be ready by the January meeting. Eben will replace Kevin, who is leaving for a new position at the Library of Congress, as subcommittee chair.
 - c. **Digital preservation joint subcommittee**: Laurie reported that the subcommittee met on December 4. A white paper is being drafted and will be submitted to both committees for comment before being presented to the CARLI Board. The report will recommend the creation of a task force to educate CARLI members on digital preservation and to investigate software systems. The subcommittee will meet by conference call on January 29 to finalize the report.
5. Discussion of the CARLI IUG-ICAT webinar entitled "Local Metadata Standards: Providing Access to Digital Collections Through CONTENTdm" that was held December 3.
6. Forum planning: The group reviewed proposed metadata topics as posted to the wiki and brainstormed a potential roster of speakers, who will be contacted regarding their interest and availability.
7. CONTENTdm 5 update: Amy reported on the project client and user interface/web administration webinars being held in December and January. Jessica reported on the upgrade taking place December 15 - January 4.
8. New business: Amy asked that members with CARLI digital collections select an image from their collections to be used for the Midwest CONTENTdm Users Group meeting poster.
9. Next meeting (conference call): Wednesday, January 20, 2010, 10:00 a.m.-12:00 p.m. Dates for meetings were also set through May and the group will be meeting every third Wednesday of each month, from 10:00am - noon.