Digital Collections Users' Group                         CARLI Committees

1-20-2010

# Digital Collections Users' Group Minutes for January 20, 2010

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, January 20, 2010
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), Nat Wilson (National-Louis University)

Members absent: Laurie Sauer (Knox College)

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

1. Confirmed Ginger as minutes taker.
2. Minutes from December meeting have not been circulated. Ellen will try to contact Kevin Ford, who took minutes at the December meeting.
3. Subcommittee reports:
   a. **Interface:** The interface committee did not meet in December. A meeting to discuss feedback on the new interface is being scheduled.
   b. **Standards:** A meeting is scheduled for January 21st to review a rough draft of the video digitization guidelines.
   c. **Digital Preservation:** The next meeting is scheduled for January 29. The group has drafted a whitepaper and is currently working on revisions.
4. CONTENTdm 5 update - Jessica reported that the upgrade to version 5.1 went smoothly. Version 5.2 was not implemented due to severe indexing issues. There is still an open technical support issue concerning the ability of any user to create projects and upload to any collection.
   CARLI Support has received a minimal number of calls regarding procedural issues and indexing problems. They will continue to troubleshoot as calls come in.
   Amy reported on the webinar training sessions she and Jessica presented. Project Client-Acquisition Station sessions were held December 15 and January 7. CARLI Digital Collections redesign and CONTENTdm Web Administration sessions were held December 17 and January 12. Representatives from many of the CARLI CONTENTdm institutions attended.
5. Forum planning - Planning for metadata forum continued. The following individuals have been approached regarding their willingness and availability to speak at the forum.
   a. Tim Donahue (DuraSpace) is not available to speak on PREMIS (Betsy). Julie will contact Claire Stewart (Northwestern) to see if she would be available.
   b. Chatham Ewing (UIUC) is willing to speak on EADs (Betsy)
   c. Tim Cole (UIUC) is willing to speak on OAI-PMH (Betsy)
   d. Eben English (IIT) is willing to speak on metadata for audio
   e. Sarah Shreeves (UIUC) is willing to speak on sharable metadata (Amy)
   f. Kristin Martin (UIC) may be available to speak on the position of metadata librarian and on the topic of data dictionaries, pending discussion with Peter Hepburn (UIC). Kristin suggested that M.J. Han (UIUC) and Karen Miller (Northwestern) may be good to ask to participate in a panel discussion. (Jessica)
   g. The Field Museum was approached concerning their handling of user-generated metadata,

however this topic does not seem to be a good fit for this year's forum.(Nat)

There was some discussion about the benefits of a webinar over a forum. Amy pointed out that Web Junction will be moving from Wimba to a new Adobe platform. The committee agreed that the benefits of an in-person forum outweigh the minor cost savings of a webinar. It was also agreed that the number of UIUC speakers was not important as long as the subject matter was of general interest.

A tentative format and an agenda for the forum were agreed upon:
**10:00-11:30** - Keynote address (Shareable metadata: Sarah Shreeves, UIUC IDEALS and OAI-PMH: Tim Cole, Illinois Harvest)
**11:45-12:30 - Breakout sessions:** Preservation metadata: Claire Stewart, Northwestern OR Data dictionary: Kristin Martin and Peter Hepburn, UIC,
AND
Metadata for digital audio collections: Eben English, IIT, OR EAD: Chatham Ewing, UIUC
**12:30-1:30 - Lunch**
**1:30-2:15 - Breakout sessions**: Preservation metadata: Claire Stewart, Northwestern OR Data dictionary: Kristin Martin and Peter Hepburn, UIC
AND
Metadata for digital audio collections: Eben English, IIT, OR EAD: Chatham Ewing, UIUC
**2:30-3:15 - Panel on what is a metadata librarian**: Kristin Martin, UIC; MJ Han, UIUC?; Karen Miller, Northwestern?; Ellen?

The committee agreed to hold the forum in Bloomington (HRT or ISU). Preferred dates are: July 20th, 21st, 22nd or 13th, 15th. Jessica and Amy will begin making the arrangements.

Speaker liaisons from the committee will be contacting the speakers to confirm the subject matter, format and timing of the forum. The results of these contacts will be sent to the DCUG email list and posted on the wiki.

6. New business - Nat resigned from the committee. He has accepted a position at a non-CARLI institution effective February 19.
7. The next meeting will be on February 17 from 10 am – 12 pm.