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Digital Collections Users' Group Minutes for February 17, 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, February 17, 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 Betsy as minutes taker – not present when we started the meeting, so Julie took minutes instead. Betsy will take minutes next time.
2. Approve minutes from December 16, 2009, and January 20, 2010, meetings with changes.
3. Subcommittee reports:
 - a. Interface (Ellen) – A few Internet Explorer display issues were resolved. The CARLI Office is developing new collection publication and customization forms. The subcommittee discussed how frequently to change home page images. They are now working on topic and media category definitions, to make the choice of categories easier for collection creators.
 - b. Standards (Eben) – The group is making progress on a draft of video digitization guidelines. Members are reviewing sections of the document and making corrections. Aiming for another draft to review during March conference call.
 - c. Digital Preservation (Ellen) – Noted the digital preservation workshop announcement sent out by Elizabeth. Clarage. The group continues to work on a white paper (see below).
4. Discussion and approval of Digital Preservation white paper – a few typos were noted; Eben will send along his marked up copy. He also suggested some graphics on the survey portion might help illustrate the results, but the group would be willing to approve the current draft without them. The group approved the document pending copyediting.
5. Questions and topics for April copyright program – What questions or topics would we like to see addressed at this forum?
 - o Some discussion of Creative Commons or similar licenses and how to invoke and maintain them.
 - o Send others to Jessica by end of the week.
6. Forum planning
 - a. Speakers: Karen Miller from Northwestern confirmed for the panel on being a metadata librarian. Jessica suggests looking for someone from a smaller school to complete the panel. Ellen agreed to do it. Roster of speakers is now complete.
 - b. Location: ISU Prairie Room pricing came out higher than we were expecting. Now looking at Heartland, I-Hotel or Hilton Garden Inn in Champaign. Or, we could request funds from the CARLI Program Planning Committee to use the ISU location. The group agreed it would be nice to try to keep the forum in Bloomington, so Jessica suggested checking to see if Heartland is available on July 15. If not, she and Amy will explore the Champaign locations. We will try to stick with 7/15 date.
 - c. Breakout sessions: The group discussed how to order the breakout sessions. After looking at a

number of scenarios, it was decided that Preservation and Data Dictionary will be offered for the morning session, and Digital Audio and EAD will be offered in the afternoon.

7. New business – There was no news on replacing Kevin or Nat. Amy suggested that it may just be better to wait until June to replace Kevin, since his term was to end in June 2010. A replacement for Nat will be found before that, since Nat's term goes through 2012.
8. Next meeting: March 17, 2010, 10 am.