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Digital Collections Users' Group Minutes for October 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, October 20, 2010

Conference call

Members present: Ellen Corrigan (Eastern Illinois University), Eben English, Chair (Loyola University), Ginger Frere (Newberry Library), Peter Hepburn (University of Illinois at Chicago), Betsy Kruger (University of Illinois at Urbana-Champaign), Meg Miner (Illinois Wesleyan University), and Julie Patton (Northwestern University), Laurie Sauer (Knox College)

Absent: Chris Day (School of the Art Institute of Chicago)

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

1. Troubleshoot AdobeConnect connection issues - A couple people on the committee are still having trouble with the Adobe Connect system. The advice was given to use headphones rather than external speakers to minimize echo/feedback.
2. Confirm minutes taker - Laurie
3. Approve minutes from September meeting – minutes approved
4. Project Team reports
 - a. **Assessment** - The subcommittee has not met since last DCUG meeting, but will meet immediately after the full DCUG committee meeting. Progress to date: A list of types of information that they want to know about has been created. They will work on refining the list and will develop survey questions from it.
 - b. **Usability** - Members are busy reading documents and assessing the literature.
 - c. **Documentation & Standards** - Some possible outlines for a new organizational scheme for the CARLI CONTENTdm wiki have been developed and they will be assessed and merged into one. The wiki will be updated with this new framework, and then the various sections will be filled in using existing links from DCUG wiki, CARLI wiki, and CARLI web site.
 - d. **Resource Sharing** - A list of contacts has been compiled; an email message has been composed and is ready to send by the end of October. The text of the email will be sent to Amy/Jessica for vetting before it is sent out.
 - e. **Preservation** (joint group with CARLI Preservation Working Group [PWG] - Eben referred us to the two emails he sent out earlier in the week. There is general agreement that moving forward on this issue is a positive step, and that the DCUG committee does want to move forward with the joint subcommittee. Peter and Laurie indicated interest in being on the joint subcommittee back in July. Laurie is still interested and Eben will contact Peter to find out his level of interest (Peter lost his internet connection during the meeting.) Julie is also interested in being on the joint subcommittee. Eben will email Julie Mosbo, chair of PWG, and copy everyone else who's interested and let them know that DCUG wants to move forward.
5. Webinar series comments - Eben, as a presenter, had positive comments on the format and general operation of the webinar. Attendance statistics so far:
 - Session 1 (OAI-PHM): 48+
 - Session 2 (Shareable Metadata): 43+
 - Session 3 (Metadata for Digital Audio Collection): 43+

Session 4 (Introduction to EAD): 31+

Forty people are registered for Nov. 9 (Metadata Librarianship panel) and for the Nov. 16 (UIC Data Dictionary) sessions; 46 are signed up for Dec. 7 (Preservation Metadata).

Evaluation data will be compiled for each session separately. Notices about the remaining sessions are Digitization Quick Tips and info about the webinars is posted on the main CARLI web page.

6. New business - Eben will make an agenda item for the next meeting to discuss DCUG forum planning. It was suggested that we get some of the data from the webinar surveys to see if there are ideas for topics in the surveys. Potential topics that should be considered are digital preservation and advanced copyright issues with D. Buttlar, who presented a workshop for CARLI last year on copyright.