Digital Collections Users' Group   CARLI Committees

12-15-2010

Digital Collections Users' Group Minutes for December 15, 2010

Consortium of Academic and Research Libraries in Illinois

CARLI Digital Collections Users' Group

CARLI Digital Collections Users' Group Meeting Minutes
Wednesday, December 15, 2010
Conference call

Members present: Chris Day (School of the Art Institute of Chicago), 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 Laurie Sauer (Knox College)

Absent: Ellen Corrigan (Eastern Illinois University) and Julie Patton (Northwestern University)

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

1. AdobeConnect use: Connections worked as needed.
2. Chris was approved as minutes taker.
3. Minutes from previous meeting were approved based on the most recent changes.
4. Project Team reports
   a. **Assessment** - Has met twice since the last DCUG meeting.
      i. The team continues to work on an Assessment Survey. Survey planned to poll member libraries on current digital activities, obstacles to new projects, what support and resources are wanted, and what formats for such materials would be best for use.
      ii. A draft of the survey will be distributed before the next DCUG meeting for discussion on that agenda.
   b. **Documentation & Standards** - Has not met since last DCUG meeting. Work on reorganizing the digitization and CONTENTdm section of the CARLI wiki continues.
   c. **Usability** - The brainstorming session, previously started via comments on the DCUG wiki, was continued. Comments posted include areas such as: is there a way of tracing who is using the collection and why people are coming to the collection in the first place.
      i. The idea of generating feedback from users prior to any official usability study, in order to get more general thoughts on use and wants. Pre-usability testing, to better focus a formal study.
      ii. The desire to possibly utilize Google Analytics as a tool for examining the use of the collection was raised. It is on Jessica's to do list, but testing will be needed before it is made active on the live collection.
      iii. The idea to create a brief, basic survey to link to off of the collection was raised. A simple, open ended survey, possibly from a text link in the universal footer.
      iv. Usability will discuss this possibility at their next meeting, currently scheduled for January 5th.
   d. **Digital Preservation joint subcommittee** - The group will be meeting in January, date currently being decided.
5. **Future Forum Planning** - The group reviewed the evaluation results from the most recent Metadata Matters webinars. The questionw was raised if we should move on from metadata when looking for new topics. This was generally approved by the group.
   a. Some concepts mentioned in evaluation results include: how to get buy-in from administration/IT; evaluating digital collections; finding funding for digital colections; issues of copyright; and issues concerning digitization.

b. Some discussion occurred on the possibilities of having hands-on workshops in digitization rather than just presentations. CARLI does not have digitization equipment that could be used for this purpose so an outside facility would be needed.

c. An idea was raised for doing a series of presentations tracing the life span of a project from conception to promotion, with sessions broken up into stages of a project (planning, funding, digitization, etc.)

d. Eben will create space on the DCUG wiki for further discussion of these topics.

6. **Conference reporting**

a. Peter will be attending ALA Midwinter.

b. Julie and Eben attended the International Digital Curation Conference, in Chicago, the first week of December (http://www.dcc.ac.uk/events/conferences/6th-international-digital-curation-conference)

c. Meg attended the Data Curation Profile workshop at Purdue University (http://www4.lib.purdue.edu/dcp/)

7. **New Business**

a. It was confirmed that Peter will be joining the Documentation & Standards project team

b. It was decided that the DCUG will continue to meet on its current schedule for Spring semester—the third Wednesday of every month from 10:00am – noon. The next meeting will be January 19th with the next tentative dates as February 16th, March 16th, April 20th, and May 18th.