

4-20-2011

Digital Collections Users' Group Minutes for April 20, 2011

Consortium of Academic and Research Libraries in Illinois

Follow this and additional works at: <http://digitalcommons.carli.illinois.edu/dcug>

 Part of the [Library and Information Science Commons](#)

Recommended Citation

Consortium of Academic and Research Libraries in Illinois, "Digital Collections Users' Group Minutes for April 20, 2011" (2011).
Digital Collections Users' Group. Paper 60.
<http://digitalcommons.carli.illinois.edu/dcug/60>

This Article is brought to you for free and open access by the CARLI Committees at digitalcommons@carli. It has been accepted for inclusion in Digital Collections Users' Group by an authorized administrator of digitalcommons@carli. For more information, please contact mchamber@uillinois.edu.

CARLI Digital Collections Users' Group

CARLI Digital Collections Users' Group Meeting Minutes

Wednesday, April 20, 2011

Conference call

Members present: Ellen Corrigan (Eastern Illinois University), Peter Hepburn (University of Illinois at Chicago), Meg Miner (Illinois Wesleyan University), Julie Patton (Northwestern University), and Laurie Sauer (Knox College)

Absent: Eben English, Chair (Loyola University), Ginger Frere (Newberry Library)

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

1. Peter was confirmed as minutes taker.
2. Approve minutes from March meeting. Approved with revisions.
3. Project Team reports
 - a. **Assessment** - Miner reported on behalf of the subcommittee, which met after the March 16, 2011 DCUG meeting. At that time, they confirmed plans to send out their survey to CARLI members. There have been approximately 50 responses with the survey set to close on April 22. Gibson and Maroso shared the small number of responses to the extra questions regarding expertise that institutions would be willing to share with CARLI members. These responses may be helpful for forum planning and could be tapped for DCUG forum/webinar participation in the future. Someone designated by DCUG will contact those respondents at the end of the survey period to follow up with them.
 - b. **Documentation & Standards** - Sauer reported that the subcommittee had met a week earlier. The members continue to work on two documents: "Best Practices for Metadata" and "Best Practices for Digitizing Images and Text".
 - c. **Usability** – Hepburn reported that the subcommittee will be otherwise dormant through the summer while its survey is open to respondents. Gibson and Maroso reported that, to date, there have been only 2 responses.
 - d. **Digital Preservation joint subcommittee** - Sauer reported that the subcommittee met recently to continue discussion of forum planning. She noted that there would be further information forthcoming at the next DCUG meeting.
4. "Life Cycle of a Digital Project" sessions discussion
 - a. "Finding & Working with Vendors" - Miner has a lead on a person to talk about vendors. The candidate has a description of what the program might entail and is amenable to presenting, but has not yet given a clear response.
 - b. "User feedback and assessment" - Corrigan has not found any promising potential speakers among the CARLI institutions or from a library using CONTENTdm but has found some people who might be able to speak about general methodologies. She invited feedback from the other DCUG members.

There was some discussion of the validity of a webinar format versus other formats. The topic might determine the format: copyright, for example, might need more time than a webinar can accommodate. Most DCUG members are comfortable with proposing a webinar format, however.
 - c. "Copyright" - There was a suggestion of having past speaker Dwayne Butler, from the University

of Louisville, return to present an advanced session on copyright focusing on only digital collections. There was agreement that it would be good to pursue a full-day session with him. Although Patton has provided some focused topic suggestions related to copyright on the wiki, DCUG deliberated over soliciting questions from the attendees for sharing with the presenter in advance of the presentation. This would be possible, but it might mean that DCUG cannot give Buttler as detailed direction beforehand on preferred topics. There followed some discussion on the importance and duration of a question period and concerns over how specific some questions can be. Maroso and Gibson will talk with English about getting a program planning form submitted to the CARLI Program Planning Committee requesting funds for a full-day workshop with Professor Buttler.

- d. "Identifying and selecting materials: collection development policies"- Sauer is working on recasting her original idea following feedback at the last meeting. She was encouraged to think of getting information on the topic put forward in other formats such as a bibliography on the CARLI wiki or taking more time to shape a webinar idea for near the end of the series.

There was a question of whether DCUG would change the forum ideas based on responses to the survey. It was agreed that the firm topics should go ahead, but that the feedback could be helpful in firming up some of the other ideas. New topics may come to light from the survey, and if they lend themselves to webinars, they will not need immediate planning because of the flexibility and ease of the format.

The question of timing of the forum and webinars came up. It was confirmed that any programming would take place no sooner than fall 2011.

5. Conference reporting / forecasting - Hepburn and Miner reported on their recent attendance at the ACRL national conference in Philadelphia. Maroso shared a link to the ACRL proceedings. A couple of DCUG members will attend the Midwest Archives Conference in St. Paul, MN.
6. New business? - The end of the DCUG year is coming up. DCUG will need to elect a chair at the May meeting for the year ahead. Continuing members should consider stepping up to run for chair.
7. Next meeting will be held Wednesday, May 18, 2011 at 10:00 am