

DISC Meeting November 1, 2006

In attendance: Beth Black, Wes Boomgaarden, Tschera Connell, Nena Couch, Tom Czetwinski, Rai Goerler, Leta Hendricks, Amy McCrory, Sarah Murphy, Dan Noonan, Nancy O'Hanlon, Mary Rider, Sally Rogers, Eric Schnell.

Minutes recorded by Beth Black

(Items 1 and 2 had no content for minutes)

3. Overlap / Collaboration Discussion

Sally began with a history of DISC. The committee was formed in Dec 2001 to begin work in time of budget cuts without ability to hire special staff. Relied on Ohiolink infrastructure to help. Biggest initial projects came from call for proposals: Forestry Slides, OJS, Daphne Dare, Buttons, plus 2 others which didn't go forward. They found it wasn't as expensive as expected due to some grant money but did find that much time and effort was required.

Then KB came and brought questions about what went to which system (website, OL, KB)

In June of 2005 KB and DISC merged because of great overlap

The current focus of DISC is mainstreaming and streamlining of processes.

Digitization efforts now have some dedicated staff (metadata librarian, Tom, Amy, Andrew)

This committee is good spot for collaboration with other libraries on campus.

So what are our visitors doing:

- Eric Schnell–
 - o not much work done lately on digital projects because of staff opening,
 - o most work lately in Medical Heritage Center with Myers collection using Greenstone software where have now have a new person in charge of processing a new collection;
 - o Eric is posting new tech position as digital library solutions – web 2.0 stuff with CKM and try to leverage resources; open to opportunities with Libraries
 - o Interested in work on special collections as good starting point
 - o New task force in college of medicine for “bookless library” called by the administration after reading a Stanford report is being formed; library has opportunity for education about the value of print resources and the need to keep a physical library
- Mary Rider – at the interest level
 - o lots of video tapes of events and conferences held in Law School; some are streaming = want to get this in an archival format with online access; they are mostly uncataloged
 - Tschera and Tom shared that there are established procedures for doing this; can begin soon
 - o digitizing laws in Ohio collection
 - Sally shared that Jim Bracken is exploring using SEL scanning equipment on the 3rd shift to assist with digitizing materials; still in the discussion stages

- small rare book collection – preservation issues, maybe digitizing could help with this
- Law doing a feasibility study for space, library footprint should stay the same
- Dan Noonan – focus is university records – preservation and access, so far fact finding, reports to both Libraries and OIT, happy to have buy-in from IT
 - Working with Peoplesoft and student information system, financial systems
 - Determine appropriateness of what to keep for these financial systems
 - Education about what to do with all of the files we create at our desks as part of our work; how to id and save the files that will preserve the files born digital that deal with OSU history
 - Sees KB as broader than DSpace, it can be a brand for multiple application systems that serve as place to find all university records, policies, etc.
 - Can steer people to KB with digital docs, he handles what to do with email
 - With Rai working to id pilot projects which are doable and scalable
 - Met with Ted Hattermer about archive for osu.edu front door site
 - Look at universities document management system (to test with libraries?)
 - New email system RFP, looking at implementation in about 1 year
 - Do not expect to move whole university, but as many as possible
 - Enterprise LAN exploration (Libraries potential testers)
 - Document management systems are good for day to day but not for preservation so will still need to tackle the id of docs needing to be preserved can be moved to another system, like KB
 - Group discussion about volume of paper docs produced
 - Rai reported that the archives still receive about the same amount but are not sure what they are missing but that they know they are missing paper photos as all major campus photography is done with digital cameras.
 - Dan reported on study that shows the use of paper starting to go down
 - What are we trying to preserve? Do we preserve the .doc or the content?
 - Amy asked: Use open doc formats on a campus wide basis? Dan – no discussion yet, in commonwealth of Massachusetts head of IT lost his job due to the decision
 - Tschera shared format preservation policy of KB – PDF is supported, doc is known, but leave the decision up to submitter
 - Are we looking at PDF-A? Lexicon DS is looking at PDF-A but not using yet because lose some functionality. Do we need to keep it in two formats?
 - Once something declared as a record it can no longer be changed (mutability) which causes problems with desire for ability to change it

- Must migrate when change in hardware and software so good to focus on a few key ones
 - Eric shared info about the Long Now Foundation (www.longnow.org) and their project the Format Exchange (www.formatexchange.org)
- Are we using Jpeg2000?
 - someone at CIC IT directors is ready to begin work with Jpg2000 in next project
 - Nena working w/ dance heritage using mjpg2000 for project which is out for grant proposals.
 - Amy – we didn't last year because the software, support and size are too much; so were looking to OL to see if they would be able to help with DRC

Sally – digital preservation is too big to do alone. So we need to watch for opportunities to work together

- This is a time of transition – we must stay in touch

How to collaborate better? Join DISC? Sally shared type of work DISC does such as share info (often at the micro level but moving to macro level sharing). What do visitors want to do?

- Eric, Mary and Dan all expressed interest in joining DISC

News from Sally's CIC meeting and other news from her work

- U of Michigan found that it was cheaper to outsource digitization than to do it in house – Apex, Trigonix are vendors they liked
- CIC is looking at creating spreadsheet with vendor info or some other way to share vendor experiences
- Dpubs software implementation to deliver ejournals
 - Submission part not yet ready – not end to end yet
 - Start with *Disability Studies Quarterly* being moved to OSU
 - Now installed but Sally not able to access yet
 - Offers option to link to fedora repository
 - To decide next week if connect to dspace but it will be harder
 - Mackenzie Smith suggested looking at making dspace work with fedora
- Storage – discussions on campus and at CIC

4. ArtStor and Camio (Leta)

- These are both paid databases; OSU has a subscription individually for ArtStor and Camio is through Ohiolink.
- Leta met with two people from vendor to discuss ArtStor. Huntington Asian Art collection is stored in ArtStor. It was a courtesy call bc OSU has invested in it. It is a repository of art images (like jstor) for journals. The quality of images varies greatly. ArtStor is in the OSUL database list. Leta encourages all to search something like Mona Lisa to see the variety of quality and types of entries

- Specifications – Art research librarians group has developed some high requirements for specifications; higher than the ones used by ArtStor and Camio; recently released on arils.org
- Camio – started as Amico but changed names due to RLG move to OCLC
- Since we are looking at vendors to work with on digital projects we might consider these two companies to help with our imaging.
- We must consider what the end user will use to view the completed project when we are doing the projects
 - o We should include on the website that delivers the objects what the hardware and software requirements are for good quality viewing
 - o Tschera shares that we do give some guidelines and try to accommodate the common systems on campus with input from OIT; we have made some changes
- ArtStor requires their software to view the images
- Camio uses any viewer and is the more flexible in working with presentation software and course management systems
- Leta passed out packets of info about each database

3a. Fisher College adding articles to database

- Sarah reported about an ad in latest issue of OnCampus about Fisher College of Business participating in the Humanities and Social Sciences network which serves as an archive for the work of the faculty.
 - o Have we checked this out?
 - o It duplicates much of OSU:Pro because they were going for accreditation and couldn't wait for OSU:Pro [possibly talking about different system/software product than the Humanities and Social Sciences Network—note post meeting by sr]
 - Are there plans or conversations to move to OSU:Pro after the accreditation? Tschera is not sure.
 - Migration may not be necessary, Pro may be able to just pull it?
- Institutional vs discipline repositories
 - o Where does the faculty put their stuff?
 - o Is there an area for preservation in the disciplinary repository?
 - o Tom will see what Chuck Popovich knows about this and how it might connect with the other KB projects in progress
- Consider pointers to other databases that don't meet standards to be in KB itself
 - o Like the digital projects inventory page DISC started at beginning
- **We need to have a discussion soon about what we mean about KB – is it dspace or something broader?** (bold added by Beth to bring attention to potential item for future meeting.)

5. Lantern: Imaging effort update (Wes, Amy)

- Most work until now on converting microfilm until found many years of *Lantern* in paper form in a store room in journalism building
 - o Years in paper form (Get from Amy)
- Amy working on RFP and has several vendors contacting her now

- She got a copy of a RFP from Yale's project to digitize their daily news with a similar project
 - Got to see their test site from their vendor (Digital Divide)
 - Using RFP from OSU as another sample
 - First time Amy has done this so she is open to suggestions from committee members
 - Difference from us and Yale is that they delivered XML through CONTENTdm themselves and they had a whole team devoted to the project including programmer (we are asking for more from the vendors)
 - Our RFP will probably be put into pieces and may have multiple vendors who can work together.
 - Dan: Can write RFP that includes provision that they need to demonstrate they can do it all or the vendor finds their partner
 - Sally: say partnership is acceptable and rely on the vendor to show how they will do it all
 - Part of RFP will be a test of scanning and Amy still working on a test for delivery
- Wes noted that we are not obligated to take the lowest bid; we accept the best bid; we can take previous experience with a vendor into account
 - Do we need to use points to break down the criteria and make sure the project is objective?

6. Million Book Project Update (Wes)

Connie Britton, Susan Logan and Wes are working on project to preserve information about rural agriculture funded

- Now invited to submit all they want to the Million Book Project, imaging funded by NSF; imaging being done in India and China,
- Check for info on web at Carnegie Mellon site
- Hope to have a million by end of 2007
- We are giving ag reports, extension bulletins, monographs , mostly serial runs (Wes has complete list)
 - Connie will deliver to Pitt. And they will ship from there
 - We will get them back 6 or so months
 - We are providing marc for each item
- We will get master tiff images (bi-tonal) and some metadata back
 - There will be some quality control work needed upon their return
- No cost to library to do imaging. Only cost OSUL is the staff time involved in preparing, delivery and return work

7. Brittle Books and Google Book Search (Wes)

- When books come to Molly that cannot be repaired she attempts to find another way of keeping that material.
- More and more she is finding that the same print run we have in hand is in the Google book search provided by University of Michigan

- Should we download and use locally?
- Sally – at CIC meeting: Google’s quality is improving and they will redo some of the materials that were done early at poor quality
 - They are putting up lower quality to keep from commercial use by others
- Do we make a circulating paper copy from digital books? Yes but we are beginning to look at this critically due to space issues and use stats.
- Another option is to link to the digital copy at the home university so we would not have to worry about the tracking
 - Can we rely on these links? Do we run the risk of losing it?
- Copyright concerns? No, because we own the items already and we are not using it commercially.
 - 1864 – access by people outside the US for access to non-US publications
 - 1909 – access by people in the US
- Who do we take these questions to? CAC? OL? Should we mock them up first?
 - This gives us another way to provide access
 - Wes will provide something for CAC on this issue
 - Tschera suggested that we ask first to see how stable their URL is
- This gives us the option to put our limited money into more unique items not being done by Google
- Wisconsin is going to digitize half a million volumes with Google but will not do ones already done for Michigan; Google will do the dup checking
- UIUC talking with Open Content Alliance
- Cornell made agreement with Microsoft to do a similar thing
- Wes will send list of things he has searched

8. Project Load (Tschera)

- Are we using it? We stopped talking about details at meetings because we are using ProjectLoad. We must avoid the danger of not being on the agenda makes it so we are not using it.
 - SRI is updating ProjectLoad weekly
- Give Tschera enhancement requests
- Tschera will get accounts for new committee members

9. Next meeting agenda item suggestions

- Zooming software (Amy)
 - Is there support or need for local development locally?
 - Question for Conrad – is there a zooming software that works with dspace?
 - Tschera will email the dspace list
- Talk about stalled projects