

Digital Initiatives Steering Committee
September 3, 2008

Members in attendance: Wes Boomgaarden, Sally Rogers, Tschera Connell, Nena Couch, Nancy O'Hanlon, Beth Whittaker, Dan Noonan, Mary Scott, Beth Black, Joseph Galron, Amy McCrory

Guest: Melanie Schlosser

Minutes taken by Beth Black

OhioLINK DRMC Update: Melanie Schlosser

Quiet meeting not much to report

Work continues on the two collections we have sent to OL for the DRC

- Nena reports that Dare will be up shortly
- Amy reports that she is moving the metadata for the Mills Atlas from her spreadsheet to the one John Davison created and has encountered some errors.

Lantern Update: Amy McCrory

Amy visited Brechin Imaging, the subcontractor of Digital Divide Data, the first week of August. They have run into some binding issues that are really slowing them down so Preservation will loosen the binding on the remaining volumes to make it easier to get a full page image. (If we continue at current pace it will take 5 years.)

Amy reports that Brechin did a great job scanning the pages. The TIFFs are beautiful and very high resolution. They met all of the requirements we sent, specifically making the small text readable and the half-tone images clear. Amy is very impressed with their work. The derivatives delivered online will be JPG. Amy shared several sample pages from 1969. Brechin is creating the files at JPG compression at 10 or 12 and sending them to Olive who will be creating the XML and all other things needed for the web delivery.

All of the 1960's are now scanned and are almost finished going through the Digital Imaging Dept quality review. Then the JPGs will be created and sent to Olive. Amy expects to see the decade done and ready for web delivery in less than 6 months. We will make it available as soon as the first decade is ready. Lantern will be hosted by Olive until we decide that we are ready to host it.

OCR was done on the files so we expect to be able to do a lot of full-text searching but are not sure if it will capture everything, especially the advertisements.

Amy plans to contact the new Lantern editor who starts this week. She will ask if they plan to continue to publish a paper version.

Conference Reports:

Dan will send a report from SAA (society of American archivists) via email.

Nena went to SIBMAS (International Association for Performing Arts Libraries) and saw a demo that was very promising. She will check it out and send a report via email.

CIC UA is having a conference later this month about electronic records that Dan is attending and he will share if there is anything of interest to DISC.

METS: Melanie Schlosser

Melanie provided a report on the current explorations into METS and how we can use it here. Melanie went through the METS Update document Tschera sent to the committee on Melanie's behalf prior to the meeting. This document will be filed with these notes in both the committee drive and on the committee web page.

METS is very flexible which is promising but also makes it more challenging. We are working toward a strategy that creates both item level and collection level independent METS files. The down side is that they are not together. The up side is that they are more reusable. Melanie is working on create a METS preservation package template as part of the NEH grant she will be working with Louie Ulman on during Fall Quarter.

One of the challenges is finding the right tool(s) to create the METS documents. The whole digital library community is seeking an easily reusable tool to create METS documents. Many institutions are working with scripts written for specific needs, often with Fedora repositories. Our current project to explore METS is the Enich slides. We are using spreadsheets to gather the metadata from different groups throughout the Libraries.

How stable is the METS standard? The schema itself is not changing so much but the community is still working to define best practices.

How have we used METS here? We used METS for the Hale project. Amy and Amanda Wilson wrote the METS documents and also the XSL that is used to create the XHTML files for the web delivery. We have not yet used it in production for the long term preservation goals noted in our current strategy. There are some software tools built to deliver METS based projects but we do not have one of these applications at this time.

Is it similar to an EAD? Yes.

Who is doing the leading work on METS in the field? LC coordinates the editorial board. Other work is distributed. All of the research libraries are working with it, especially those with Fedora repositories, because it is the only game in town for this type of thing. There is a new standard from OAI coming (OAI-ORE) but we don't know much about it.

Could they do a demo? Yes, at the Nov 5 meeting they will show the items being used for the Enich project: the spreadsheet, the images, and a sample METS doc.

Other

KB will have maintenance on Tuesday, September 16. We will not allow submissions the entire day and the whole system will be down for 1-2 hours that day. We are moving to new hardware and the latest version of DSpace (1.5).

How many submissions do we get a day? Beth B. reports that we average 1-9 submissions a day with a significant number of days in the +10 submission range. [This is a correction from what was reported in the meeting.]

How many projects are waiting to be added? Tschera reports SRI is working on 51 active projects. They are having some staffing issues in SRI that are slowing down things that go through their department. Tschera reminds the committee that each member can go to Project Load to check on the status of a project. Please contact her if you don't know how.

Reviewed the planned agenda for the next two meetings

Oct 1, 2008

- Revisit idea of joint Assessment/DISC subcommittee to do a service gap analysis for our digital initiatives: Ruth Gallegos Samuels
- OAIS/TDR update : Amy, Beth B. and Tschera

Nov 5, 2008

- Revisit moving image standards, may include sound if Dan meets with Special Collections Roundtable before that: Dan
- Discuss criteria for “what goes where”: All
 - Amy suggests that someone create a document describing each system and what type of materials end up in each system in preparation for this discussion – the KB Trio will do this
- Demo of the Enich project use of METS: Amy and Melanie Schlosser

DISC goals for remainder of 2008

Can we set a target for getting something up on the website showing what we have accomplished so far, especially interested in the standards we have adopted so far? Beth B. shared that we could have the updated website up by mid-October and can start adding the standards we adopted as we are ready. We already have the sound and digital imaging standards.

Tschera shared that the metadata quintet is struggling to adopt metadata standards because each project seems to need different things. Sally suggested that they just put a summary of their work on the website.

By December meeting, have all of the bits and pieces of standards we have adopted on the website. Pieces identified:

- Sound standards
- Digital imaging standards
- Metadata standards
- OAIS/TRAC summary – how we do it here

- What goes where with links to sample items in each
- PDF/A recommendation

Potential items for 2009 agendas:

- Tschera noted that the real need is one search method / one access point for all the materials in all of the different platforms. What are we doing to move in that direction?
- How are we ensuring the digital preservation of the items in different systems?
- How to measure our success?
 - How do we identify users of the repository? Discussion of use of pop-ups to deliver a survey. Could the communities help identify users?
 - Joseph commented that with the book collection the fact that the information is available is enough.
 - Discussion of changing citation patterns and the perceived behavior of citing the print when the researcher actually used the digital.