

**Libraries' Digital Initiatives Steering Committee (DISC)
Annual Report
February 2008**

Membership:

Wes Boomgaarden, Preservation, co-chair
Sally Rogers, Information Technology and Technical Services, co-chair
Beth Black, Information Technology Division
Tom Cetwinski, Program Manager, Knowledge Bank
Tschera Connell, Scholarly Resources Integration
Nena Couch, Theatre Research Institute
Mary Hamburger, Law Library
Leta Hendricks, Fine Arts Library
Amy McCrory, Preservation
Sarah Murphy, Veterinary Medicine Library
Dan Noonan, Electronic Records Manager / Archivist
Nancyanne O'Hanlon, Instruction Office
Eric Schnell, Health Sciences Library
Beth Whittaker, Special Collections Cataloging

Terms of service for all members:

Two-year terms (renewable).

Committee's charge (<http://library.osu.edu/sites/staff/disc/charge.pdf>)

Currently under review as part of DISC strategic planning effort described below.

Highlights of activities March 2007-February 2008

Digital Projects

The committee facilitated the following digital projects:

The Lantern: A lengthy RFP process resulted in selection of two vendors – Digital Divide for digital imaging and Olive Software, Inc., for online delivery of the 1881-1997 content of Ohio State's student newspaper. The decade of the 1960s will be digitized first. The Libraries received \$200,000 from OSU central administration for this project. Scanning is just getting underway.

Popol Wuj (<http://library.osu.edu/sites/popolwuj/>): This project, completed in 2007, was a joint effort with the Newberry Library to create and maintain a Web resource for global access to the pre-Columbian creation-myth document owned by the Newberry.

Artist as Activist: Sarah Murphy led a small group of DISC members and others at OSU and the Columbus Museum of Art in the year-long development of an IMLS National Leadership Grant proposal submitted Feb. 2007. Digitization of some OSUL materials will comprise one aspect of the project if it is funded.

Indice de teatro uruguayo: DISC is working with Professor Abril Trigo to publish as an online research tool his collection of analytical entries and an author/title catalog of 1500 plays documenting the social history of Uruguayan theatre from the 18th to 20th centuries.

News Notes (<https://kb.osu.edu/dspace/handle/1811/25152>): To document the history of the OSU Libraries, News Notes is now being added to the Knowledge Bank. Links included in News Notes were retained although it is recognized that many will fail over time.

Button project: This ongoing multi-phase project focused on identification of button-related books and materials in the public domain or otherwise available for digitization by the Libraries.

For other projects, see: Featured Additions to the Knowledge Bank in 2007 <http://library.osu.edu/sites/dlib/kbadd.php>

DISC also consulted with several members of CIPS and Technical Services on their digital project ideas. If you have a digital project in mind, inquiries about adding content to the Knowledge Bank should be directed to Tom Cetwinski. Inquiries about other types of digital projects may be sent to Wes Boomgaarden or Sally Rogers for DISC.

Topics Discussed by DISC

- Best practices
- Standards-related issues (e.g. PDF-A, MJPEG2000, OAIS/PREMIS/TDR)
- Conversion of file formats (e.g., analog to digital sound files)
- Large format scanning
- Management and provision of high resolution TIFFs
- File naming conventions
- Potential tools (e.g. Zoomify and Olive Software's content delivery product ViewPoint)
- Marketing plan for digital projects (in consultation with Larry Allen)
- Use of materials budget for digitization through the brittle books flow
- Progress of the OhioLINK Task Force on Encoded Archival Description (EAD)
- Information from conferences attended by members

Future Planning

There have been many changes in the six years that DISC has existed. We now have some personnel dedicated to digital projects and some digital workflows have been mainstreamed. We have reached the point where DISC can shift its focus from managing the details of particular projects to discussing higher level issues. Recently, we've formed several subgroups, sometimes involving non-DISC members, to investigate new areas (e.g., the IMLS grant, preservation standards, and data sets). Because of the shift in

focus and because the subgroups are requiring additional time, DISC began meeting once rather than twice a month in September.

To help set future directions for the committee, a consultant from the OSU Office of Human Resources facilitated a half-day planning session for DISC members on Jan. 9. At its February meeting, DISC will discuss how to carry out the action items that were identified. In general, the emphasis for 2008 will be on having DISC function more as a steering committee and less as a project management committee.

Wes Boomgaarden
Sally Rogers
For the Digital Initiatives Steering Committee