

**Libraries' Digital Initiatives Steering Committee (DISC)
Annual Report
February 2009**

Current Membership

Wes Boomgaarden, Preservation, co-chair
Sally Rogers, Information Technology and Technical Services, co-chair
Beth Black, Information Technology Division
Tschera Connell, Scholarly Resources Integration
Nena Couch, Theatre Research Institute
Joseph Galron, Jewish Studies
Mary Hamburger, Law Library
Amy McCrory, Preservation
Dan Noonan, Electronic Records Manager / Archivist
Nancyanne O'Hanlon, CIPS Coordinator and Acting Assistant to the Director
Eric Schnell, Health Sciences Library
Mary Scott, Geology Library
Beth Whittaker, Special Collections Cataloging

Members who completed their service on DISC in 2008:
Tom Cetwinski, Leta Hendricks, and Sarah Murphy

For Committee's charge and terms of service, see:

<http://library.osu.edu/sites/staff/disc/charge.pdf>

Highlights of 2008 Activities

- To help establish a more strategic focus for committee, DISC began the year with a half-day planning session and a follow-up meeting, both facilitated by a consultant from the OSU Office of Human Resources. The outcomes were used to set the agendas for monthly DISC meetings in 2008.
- The committee's charge was revised, membership terms were aligned with the fiscal rather than the calendar year, and terms were staggered.
- The following standards and best practices were investigated
 - PDF-A
 - Digital imaging guidelines (still images)
 - Audio & moving image standards
 - Metadata standards (including METS)
 - OAIS/TRAC

- The Digital Projects web site <http://library.osu.edu/sites/dlib/> managed by DISC was redesigned. Recommendations related to the standards investigated by the committee in 2008 were added to the site.
- Sarah Murphy took the lead on the development of an IMLS grant proposal in collaboration with the Columbus Museum of Art. Although the proposal was not funded and timing was not good for resubmittal, DISC thought Sarah did an excellent job of coordinating the diverse group of participants and writing the proposal. The effort is likely to lead to future collaboration with CMA.
- DISC worked with the Assessment Committee to form a joint subcommittee to analyze the effectiveness of the Libraries' digital initiatives and to provide information to assist subject specialists in promoting the Knowledge Bank. Ruth Gallegos-Samuels is leading the group, with Nena Couch and Nancy O'Hanlon filling this role while Ruth is on leave. The subcommittee considered the work of the vision task forces and is exploring using the Appreciative Inquiry methodology.

Digital Projects Made Available

- One of the first digital image projects undertaken by DISC, the Daphne Dare Collection (at TRI), at last went live at OhioLINK (<http://drc.ohiolink.edu/handle/2374.OX/30999>)
- Throughout the year, Amy McCrory provided DISC with updates on the status of digitizing *The Lantern*. The imaging work is being done by Brechin Imaging in Ontario, through Digital Divide Data in New York. The images are being made available on the Web by Olive Software. *The Lantern* site will be going live this winter with the files digitized so far, which cover 1959 – 1972, the years digitized first.

Digital Project Proposals

If you have a digital project in mind, inquiries about adding content to the Knowledge Bank should be directed to Tschera Connell. Inquiries about other types of digital projects may be sent to Wes Boomgaarden or Sally Rogers for DISC.

Regular Agenda Items

- The committee discussed and made recommendations on digital project ideas that were brought to its attention.
- Nena Couch provided DISC with updates on the work of the new OhioLINK Digital Resources Management Committee (DRMC) on which she serves and the development of the OhioLINK Digital Resource Commons (DRC)

- DISC members reported relevant information learned at conferences they attended throughout the year.

Topics Planned for 2009 DISC Agendas

- Federated searching and other delivery-related issues
- Communications, presentations, and feedback from user groups
- PDF/A
- Prioritization of digital projects
- Assessment Subcommittee report and recommendations
- Preservation metadata and file formats
- Migration – 1) analog to digital, 2) digital to digital as a strategy to deal with obsolescence

Submitted by:

Wes Boomgaarden

Sally Rogers

For the Digital Initiatives Steering Committee

5 February 2009

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