

**Metadata Working Group
Minutes
May 15, 2006**

Present: K. Ananthan, I. Beard, S. Favaro, R. Marker, G. Smulewitz, S. Vellucci, M.B. Weber (recorder)

Absent: L. Sun

Agenda:

Names and Associated Titles- K. Ananthan

Possible Future WMS Enhancement: Format (Genre) Searchability- K. Ananthan

Review of WMS Object Types- M.B. Weber

Modification of Provenance Event- S. Favaro, M.B. Weber

Metadata Project Management- M.B. Weber

Batch ingest versus Batch Import- M.B. Weber

Work area Update- K. Ananthan

DigiProv Event type- K. Ananthan

1. Names and Associated Titles- K. Ananthan

Fedora 2.0 will not ingest names that contain titles or terms of address. Using the MODS name part element will require a minor modification to the WMS. The name part element has attributes of type that can be used to record date(s), family name, and terms of address. Titles will change from a subelement to a type attribute. K. Ananthan stressed that the group needs to make a decision on this matter so that the WMS can be changed accordingly. The database is very MODS compliant and K. Ananthan will discuss with Y. Yu about what is required to modify the database.

The necessary values will be added to the pull-down menu. There must be consistency with titles to differentiate between names. Esq., II, III, Jr./Sr., and "none" will be removed from the list of values. If these additions to the name are necessary, they should be included in the <givenName> part. Only true termsOfAddress will be included in this type attribute. We will add some terms to create this list:

Bro.

Dr.

Fr.
Miss
Mr.
Mrs.
Ms.
Msgr.
Rev.
Sir

2. Possible Future WMS Enhancement: Format (Genre) Searchability- K. Ananthan

Genre is not a required element in the WMS and the question was raised as to whether it should continue as a required element in Fedora. Fedora will not validate this element if it's not required. There should be consistencies between the two platforms. The working group will recommend to Software Architecture that this element should not be required in Fedora.

3. Review of WMS Object Types- M.B. Weber

The working group discussed a list of object types that could be added to the WMS, or could be used to replace existing object types. The need to treat three-dimensional objects, such as medals or badges, differently from photographs was discussed. Object types are context dependent, there is a need to distinguish between a handwritten object (which can not be OCR'd) versus a printed book. Emphasis is on how objects behave such as having multiple pages, being segmented into parts such as chapters, moving through time, and so forth. The current object type default is "photograph," a simple object that only "displays."

The group agreed that adding "artifact" and "manuscript" to the list of object types in the WMS would be a good idea. "Artifact" would be used for three-dimensional materials. "Manuscript" would be used for handwritten unpublished documents. This suggestion will be referred to Software Architecture.

4. Modification of Provenance Event- S. Favaro, M.B. Weber

The group discussed modifying Provenance Event to contain only true provenance events. Terms such as "exhibition," "festival," "lesson plans," and "performance" would be moved to Descriptive metadata for a UsageEvent. MODS currently has no accommodation for events, and we would be required to create our own element. M.B. Weber will follow up with G. Agnew regarding clarification of usage event.

This change will not be available in the WMS prior to release 4.

5. Metadata Project Management- M.B. Weber

M.B. Weber discussed the role of metadata managers and project managers in using the WMS. A suggestion was made to create an intermediate role in the WMS, between “Normal User” and “Administrator”: Project Administrator. This person would have “administrator” privileges for his or her project, but not for other projects. Metadata managers on the Metadata WG would retain broader Administrator privileges.

Mary Beth also reminded the group that project administrators should use the institutional email addresses (e.g., not “hotmail”).

6. Batch ingest versus Batch Import- M.B. Weber

The group examined the new batch ingest capability that is currently set up to ingest groups of twenty to thirty photographs. This capability is likely to be used for the short term and will not be available for general use.

7. Work Area Update- K. Ananthan

K. Ananthan reported on Software Architecture’s discussion of the Work Area proposal. The goal is to remove file uploading and processing from metadata creators.

8. DigiProv Event type- K. Ananthan

There is a need to add type terms and roles for Associated Entity roles. “Object creator” and “Metadata creator” need to be added to the WMS. ObjectCreator is defined as the user who ingests the object into the Repository. The metadataCreator is any user who saves the metadata record in the WMS.

9. Jersey City Public Library Project- R. Marker, I. Beard

The collection includes manuscripts, photographs, and printed materials. The Jersey City staff has images and is ready to start creating metadata for them. Their grant ends in September, and they need to have 1,000 objects in NJDH by that time.