

**Metadata Working Group  
Minutes  
May 11, 2009**

Agenda:

ETD workflow discussion  
WMS Migration testing  
WMS training  
Courier News Metadata

Present: Kalaivani Ananthan, Marty Barnett, Isaiah Beard (via audiobridge) Rhonda Marker, Jane Otto, Li Sun, Mary Beth Weber (recorder)

Guests: Charlotte Toke, Bob Warwick

1. ETD Workflow Discussion- A document prepared by Jane and Charlotte was discussed. Jane will incorporate the changes into the document, which will be shared with the Cyberinfrastructure Committee (CISC) and will be made available in the Developer's Area of the **RU**core website.

The document title will be changed from "ETD Workflow" to "RUetd Workflow." All names in the document will be removed and references to the appropriate role and/or department will be substituted. For example, "Charlotte" will be replaced with "cataloger," Rhonda" will be replaced with "metadata manager," "Bob" will be replaced with "Systems IRIS Support," and "Kalaivani" will be replaced with "Systems Repository Manager."

It was noted during the discussion that the ProQuest files will be sent from Fedora, and not Shaun Ellis, in the near future.

The group decided that records for ETDs will be loaded into our ILS monthly.

Files will be flagged with beginning and ending dates to avoid unnecessary reloading of records. The last metadata modification in DigiProv could be used as the end date. This will be drafted as a spec and submitted to Software Architecture.

2. WMS Migration testing- Kalaivani

R5.0 is expected to be packaged for MSS2 installation by Wednesday, May 13. Kalaivani noted that mapping and labels in the WMS need to be systematically reviewed.

A document prepared for the meeting by Kalaivani was discussed. One issue that was discussed is that there is no type attribute in the Title Info element in WMS in the current release (pre-OpenWMS). Currently Metadata entered in this element is mapped to "uniform" for title. It was decided that "main" is the default for titles. Shaun Ellis will be notified to change the ETD mapping accordingly.

Another issue that was discussed is the fact that there are two authorizes in MSS3 for Subject (name): RULIB and RULIB-Personal. The group agreed that it is necessary to distinguish between these two; RULIB will be expanded to include RULIB-Corporate and RULIB-Conference.

Kalaivani asked the group for feedback regarding any elements that need to be disabled in the RUL implementation of OpenWMS. Two suggestions were made: MIC Portal ID and Physical Description—Form. Other suggestions should be sent to Kalaivani.

There are no controlled vocabulary lists for “Other date type” and type and extent unit in “Part element.” Mary Beth will investigate “Other date type” and will report back to the group. MODS will need to be checked to see what is available for “Part element.”

Kalaivani reported that all organizations and collections have migrated successfully. URLs for organizations and description will not be provided in the current release. Handles have also successfully migrated; Kalaivani reported that she tested them and they work properly.

“Project level” is no longer available in the WMS after migration.

Kalaivani also reported on the Fedora Upgrade. “Article” will not be available as a content model. All items created as articles will be mapped as manuscripts. There were two content models for articles: (1) single standalone (will become manuscripts); and (2) articles within an issue of a journal sent to the repository (articles). Any newsletter objects that are currently in Fedora will become “document” in Fedora in R5.0.

Fedora edit for “Related item” was discussed. The identifier type= local is being used for indexing. “Local” is valid in the related identifier type but will be blocked by the WMS. However, it will come back into forms if Fedora edit is used. This is a known bug.

Purging collection objects was discussed. If an object has been ingested twice and DLR edit is used for purging, the handle will be deleted if the incorrect object is purged. It will also be removed from the Fedora table for collections, and will not appear in RUcore, Fedora, etc. The object with the higher record number is the correct one and should not be purged.

A request was made for a firm date for when we need to stop working in MSS3. It is read-only at this point and there will be no edits, ingests, or updates.

### 3. WMS training- Kalaivani

Kalaivani will schedule two separate training sessions for WMS training on Lefty64.

#### 4. Courier News Metadata- Li Sun

Mary Beth asked everyone to send Li input on the revised version of her document via the committee listserv.

#### 5. New Business: mimeType element- Yang Yu

The mimeType in Technical Metadata represents both the "container" for the tar file and the archival master "file". We only compute the fileSize and checksum for the tar file, and this is what is recorded in the technical metadata. We will continue this practice. The group discussed the organization of the metadata elements in the XML, and tentatively agreed that it would look like this:

```
<mimeType type="container"> ... </mimeType>
<checksum> ... </checksum>      [for the tar or "container" file]
<fileSize> ... </fileSize>      [for the tar or "container" file]
<mimeType type="file"> ... </mimeType>
```

We will confer with G. Agnew to confirm that this is the best practice.

#### 6. Conclusion

Mary Beth suggested inviting Jie Geng to the next meeting to discuss metadata issues in the WMS requirements for Release 5.1.