

Metadata Working Group Minutes March 19, 2012

Present: K. Ananthan (co-chair), I. Beard, M. De Fino, R. Marker, M.B. Weber (co-chair and recorder), C. Zimmerman

Guest: Grace Agnew

1. Announcements/updates

None.

2. Research Metadata Profile- G. Agnew

The profile contains only descriptive metadata at this time.

G. Agnew has a major assignment for MDWG to build out descriptive metadata for RUresearch that must be completed by mid-May. Technical, source and rights metadata will be developed later. The descriptive metadata should be interdisciplinary. The spreadsheet for research metadata has portions for collection (c), data (d), project documents (p), software (s), and instrumentation (i). Everything Grace has done to date is for the D level. She wants MDWG to build out the other levels.

Another category is needed for analysis for the analytic, the VMC, project documentation, software and instrumentation.

Ryan Womack wants transcripts treated as project documentation. The VMC treats transcripts or student work as project documentation.

The metadata element Abstract has the type "summary or abstract" in the WMS. The "type" subfield will be eliminated.

Target audience needs to include two new elements, discipline and domain.

The term "specimen" will be removed from certain elements (fossils, and minerals) as it is redundant.

G. Agnew asked MDWG members to determine what should be documented for our collections, project documentation, software and instrumentation. This information will be entered on the existing spreadsheet G. Agnew has created. G. Agnew will attend a future MDWG to discuss and this information will also be presented at CISC.

3) Controlled vocabulary for subject – cartographics – C. Zimmerman

Tabled. Issue was larger than previously thought. M. De Fino and C. Zimmerman are working with Ron Jantz and Al King.

4) Requirements for background ingest with user notification in WMS – K. Ananthan

K. Ananthan reported on a Software Arch discussion on background ingest for file names. MDGW needs to develop requirements for doing this work to see how it should function in the WMS. Keep emails that are triggered when someone works on a collection so that we can see who last worked on a record. The configuration log will show who has added or changed CV terms.

5) Requirements for file names using the data stream label field-

R. Marker will draft specs for requirements or file names using the data stream label field.

6) New portal technology-

Tabled.

7) Processing administrative documents in RUcore-

Tabled.

8) Rights event MD and CV terms-

Tabled.

9) MDWG issues in software.libraries – K. Ananthan

MDWG issues in software.libraries were discussed. New bugs have been added. Tasks that have been assigned are still there. An assignment was given: everyone has a week to volunteer for areas we will handle. No one who responds will have an area assigned to them.