Metadata Working Group
Minutes
December 17, 2012

Present: K. Ananthan (recorder), R. Marker, J. Otto, C. Zimmerman, K. White (Via Video Conference)
Excused: I. Beard, M. De Fino, L. Sun, M.B. Weber
Guest: C. Mills

1. Announcements/updates —All
   None.
2. Normalize Date Metadata — C. Mills
   There are some issues with sorting by date created. In early records the date information is
   not stored in a standardized format. This makes sorting by date difficult using the search
   engine. In order to allow users to further limit search on date (facet on date) the older dates
   need to be cleaned up. In WMS, there are three date formats authorities, but only one of the
   date formats is validated by WMS. We need to review date formats in WMS and make
   recommendations to handle date validation in WMS. C. Mills will scan all the objects in the
   repository and produce a report listing the collection name, Fedora ID, title, dates under origin
   info (exclude yyyy dates between 1750 and 2012), and frequency. The report will be available
   before the break. We need to clean up NJDH collections also. R. Marker will coordinate with L.
   Langschied.
3. RUcore R7.0 Status Update — K. Ananthan
   Public release date is probably in February, 2013. There are 22 active bugs related to WMS
   and Faculty Deposit Module, 10 active bugs in dlr/EDIT, and 2 active bugs in search interface.
   We will have a few more testing sessions during second week of January, 2013.
4. Complete Record Display — All
   We reviewed all the metadata elements and attributes.
   Recommended changes:
   - Everyone prefers list format (not paragraph)
   - Include term source attributes where useful, preferably as a parenthetical within the
     label
   - Don’t display labels on subsequent occurrences of an element, after the first
   - Tab for each metadata section is preferred, suppress tab if no values in that metadata
     section
   - Make “Metadata for Rutgers-lib:xxxxx” more of a heading
   - Incorporate attributes into labels where possible
   - Use indents dynamically according the element nesting
   - Don’t concatenate sub-elements of the Subject (geographic-hierarchical) element
   - Tab label for descriptive metadata should not read ‘MODS record’
   - Consider “expand all” (progressive disclosure suggested by C. Mills) for heavily nested
     elements
   - Specify order of elements in the display
   - Link to the XML from complete record.
   - Use smaller font, sans serif, make indents less aggressive. This display needs to take
     up less room.

Action Item: J. Otto will mock up a display of descriptive, technical, and rights metadata based on
her proposed specs (options 2 and 3), with modifications as indicated above. R. Marker will mock
up source metadata.