

**Metadata Working Group
Minutes
May 20, 2013**

Present: K. Ananthan (recorder), R. Marker, J. Otto, K. White, I. Beard, M. De Fino,
Excused: L. Sun, C. Zimmerman, M.B. Weber
Guests: Matt Gallagher, Caryn Radick

1. Announcements–All

J. Otto is working with Aletia Morgan on Drew Gitomer research data project. It requires restricted access but RUcore does not have the capability. So they are creating a web page with links to videos in RUcore on the Wowza server.

K. Ananthan reviewed the next two RUcore releases: R7.1 and R7.2; R7.1 will be installed on May 21, 2013 and R7.2 is scheduled to be released on July 1, 2013. Release summary is available in RUcore in the Developers section.

The group agreed to add C. Radick as a permanent member to this group. K. Ananthan will discuss with M. B. Weber and add her to the group's distribution list.

2. Version Metadata – J. Otto and K. Ananthan

J. Otto led the discussion. This task was assigned to the group but we were asked to present it to CISC at the May 8th meeting. J. Otto, M. B. Weber, and K. Ananthan reviewed Grace's document and wrote guidelines for multiple versions of articles in RUcore and presented to CISC. She explained that there will be cover sheets created for multiple versions.

Action item: J. Otto will revise the documents and upload them to Sakai.

3. Date normalization assessment – J. Otto and M. Gallagher

M. Gallagher reported that there are about 9000 objects in the original report that was produced by Chad Mills. There are 450 records that need to be edited. All reports related to this project are in software.libraries.rutgers.edu. R. Marker said that we should put a date in every record because certain DOI metadata need to be sent to EZID.

Action item: M. Gallagher will breakdown the report further and upload to software.libraries.rutgers.edu prior to the next meeting.

4. Google search results – J. Otto

Many factors such as linking go into Google ranking algorithm. J. Otto stated that she got some inconsistent results when searching in Google for Equine Science videos. She brought this item to Software Architecture Working Group. Google searching is enabled at collection level. Send requests to R. Marker and K. Ananthan.

Action item: R. Marker will find out what meta tags are used for Google searching. She will also get a copy of the site map from Dave Hoover.

5. Linking to finding aid metadata record – C. Radick

C. Radick is creating finding aid metadata records in WMS. She consulted with Grace Agnew, and Grace has created a record (68331) in WMS. The group reviewed the record and made some suggestions. The record looks like:

Descriptive Event:

Event Type: Documentation
Event Label: Finding aid documents the resource Cover of Fall Program of Evening Courses at Montville High School, Montville
Event Detail: Finding aid
Event Place: Special Collections/University Archives, Rutgers University Libraries, New Brunswick, N.J>
Assoc Object:
Obj Type: Finding aid
Obj Name: Inventory to the Papers of Harrison A. Williams, Jr.
Obj Reference: <http://www2.scc.rutgers.edu/ead/manuscripts/williams01f.html>
Reference Type: digital
Obj Relationship: Describes
Assoc Entity:
Assoc Role: Finding aid creator
Assoc Name: Lee, Soo Jung
Assoc Entity:
Assoc Role: Finding aid creator
Assoc Name: Weimer, Larry
Assoc Entity:
Assoc Role: Finding aid creator
Assoc Name: Zarrillo, John

6. MDWG tasks in software.libraries.rutgers.edu – K. Ananthan
There are eight active tasks in software.libraries for the group. Two of the eight are completed: Version metadata and DOI metadata. K. Ananthan will update the entries. The rest are in-progress.