

Metadata Working Group

Minutes

July 15, 2013

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

Absent: C. Radick

Guest: M. Gallagher

1. Updates/Reports- All

M. De Fino

- Working with C. Radick on the Harrison Williams papers, and Katie Carey and Gideon on the Newark oral history project.

R. Marker

- A process for proposing digital projects has resulted in people being assigned to do the work. R. Marker and J. Pilch received six proposals; they have approved two and have signed off on them.

Pre-2007 dissertation digitization was proposed. Although the forms are not perfect, they do require that someone take on the task of project manager. In all cases so far, technical and rights issues have been examined and discussed with the project managers.

Prioritizing projects was discussed. If a project has major rights issues and is a large collection, the project manager needs to discuss it with the unit director or appropriate AUL.

RUcore does not have staff to manage and work on individual projects. Project managers who propose new digitization projects need to seek out funding or other means of providing the staff and resources to digitize and describe digital collections.

- Changes to content models will be phased in: “pamphlet” is going away and will be replaced with “book”; video will be renamed as “moving image”. The changes will begin with Release 7.3 and the pull-down will reflect the new content models. They will become effective in Fedora at a later date.

Release 7.5 will eliminate structures that support obsolete content models. If mapping doesn't exist, files can't be uploaded. This gives us about a year to make the transition.

There will be no alternatives for photographs or videorecordings until 7.3. Manuscript, transcript, and record will be transitioned to Document.

See the Content Model Implementation Specification for more details:

http://rucore.libraries.rutgers.edu/collab/ref/spc_sawg_content_models.pdf

- How to complete the data dictionary will be discussed at the next Software Architecture meeting.

K. White

- Will begin working on metadata for the Jazz Oral History Project (JOHP). There are currently eighty records on the server. There is another oral history project in the beginning stages.

I. Beard

- Working on discovery tools for Release 7.4; should be available by December 2013.
- Has a number of projects active in DCRC. Has asked project students to test the discovery tools.
- Is actively working with K. White on the JOHP.
- Recently added twenty-five additional objects to eBethArkè: the Syriac Digital Library. The goal is to eventually transition this work to the Syriac Institute.

L. Sun

- Reported on China Boom and inquired about Anu Paul's participation. Transcripts are needed from the Asia Institute before videos can be uploaded.

C. Zimmerman

- Discussed metadata for the maps portal. She's trying to compile a list of subject/genre terms that can be used for faceted searching. It's not clear how faceted searching will work with SOLR Lucene. There are twenty-two records in test.
- Would like to discuss maps portal metadata at the August MDWG meeting.
- Working with J. Otto and M. Gallagher to develop customized input forms for the WMS. Will distribute information before the August MDWG meeting.

J. Otto

- Attended the Software Architecture Working Group meeting to discuss how repository video information is pulled by Google. R. Marker reported some results of that discussion, including the explanation that for some resources (for example, Google Scholar) Google wants to see specific information in the meta tags. We have supplied additional metadata for our scholarly resources to enable better pick-up by Google Scholar.

2. Date Normalization- J. Otto, M. Gallagher

J. Otto and M. Gallagher distributed a spreadsheet that includes four categories of dates needing correction:

- Dates that can be batch-corrected via a script (R. Marker will work with J. Triggs).
- Easily determinable dates which must be manually changed (R. Marker will identify an SCC student to work on these)

- Dates can only be determined by examining the object (G. Wood, M. Gallagher, and possibly C. Toke, will correct these)
- Other errors (K. Ananthan will investigate)

3. Custom Metadata Entry Form in WMS- J. Otto, C. Zimmerman, M. Gallagher

A suggestion was made to have the Help link in the WMS connect to the WMS Guide and a specific processing document. G. Agnew has stipulated that all projects require instructions and an application profile. Where to put documentation was discussed and a LibGuide was suggested. It was agreed that documentation should reside in a central location and can still be available from other places. MDWG members will look for examples of other IRs that use LibGuides.

WMS customized metadata input forms, and customized term source lists, put more controls on metadata input and simplify metadata creation, ensuring complete and consistent metadata for faceted searching. The feature was introduced some time ago, but has not been used. The form is not yet fully tested and requires additional testing, including with templates.

The group demonstrated the form and proposed a simple workflow. Limitations and benefits were discussed, as well as recommendations for moving forward: complete testing, fix bugs, document the process and any criteria for use, consider benefits and use whenever practical and possible, and register customized forms.

There are two primary drawbacks at this point: 1) only one customized form can be used per collection; and 2) if the short form is used and metadata has been ingested into Fedora, the full range of elements is not displayed or editable if an object requires changes later in DLR/Edit.

This first drawback led to a discussion of reconceptualizing subcollection structures; however, it was decided instead to request several enhancements in software.libraries, to allow multiple forms for a collection, etc. M. Gallagher will submit the enhancement requests.

The customized form and customized term source feature needs further testing and aren't likely to be available until Release 7.4, which is expected to be out in March/April 2014.

4. Metadata Documentation for All Metadata Creators- All

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5. Software.Libraries- All

J. Otto will update the version metadata document and specifications to broaden it to include the Open Access process.