

Metadata Working Group

September 19, 2014

Present: Kalaivani Ananthan (co-chair); Isaiah Beard; Melissa De Fino (recorder); Yu-Hung Lin; Rhonda Marker; Caryn Radick; Li Sun; Mary Beth Weber (co-chair)

Excused: Jane Otto; Krista White; Carla Zimmerman

1) Announcements

- Nearly all MDWG members are all submitting poster sessions for State of the Libraries.
- Isaiah, Mary Beth, and Rhonda are working with John Brennan to update documentation on the RUcore web page.

2) Application Profiles

- Li presented her finalized application profile for the China Boom project. She will upload it to Sakai.

3) Metadata cleanup—non-RUcore DOI in mods: identifier

- There are records in the repository that have <MODS Identifier “type= DOI”> but they don’t belong there. Some aren’t valid DOIs (e.g. , image file names) others are non-RUcore DOIs (e.g., publisher’s DOI). These will need to be cleaned up. Kalaivani will train Yan, Bela, Geoff, and Debbie to clean up the records.

4) File uploading in WMS

- File policies are frequently changing in the WMS, especially for moving images. Project staff needs to be made aware of changes to the file uploading process. For example, master and derived master files come in multiple file formats. Staff needs clear instructions on how to upload files in WMS. Isaiah will draft a document to distribute to them. Kalaivani suggested that in the future, all changes to file formats are documented and distributed to staff working in WMS in a timely manner to avoid confusion.
- There was a problem with uploading files that had two master files but only one presentation file. The WMS was enforcing a 1:1 rule for master/dmaster and presentation file and looking for a second presentation file; since there was none, it was updating the status to “F”. Isaiah has created a workaround where a derived master

would be created from the second master file, which would be used as the presentation file.

5) Tasks in software.libraries

- The subject search in RUcore appears to only be searching <mods:subject><topic>. Rhonda, Mary Beth, and Kalaivani will investigate, and request Jeffery to add all subject elements except hierarchical geographic elements.
- All tasks were reviewed during the last MDWG meeting. Kalaivani and Mary Beth will prioritize the tasks and will request the group to start working on them.
- Kalaivani asked Caryn to show MDWG how finding aids are cataloged and ingested in the November meeting.