

## **MDWG Meeting Minutes August 17, 2015**

Present: Kalaivani Ananthan (co-chair), Yu-Hung Lin (recorder), Rhonda Marker, Jane Otto, Caryn Radick, Li Sun, Mary Beth Weber (co-chair), Krista White

Excused: Isaiah Beard, Melissa De Fino, Carla Zimmerman

### 1) Announcements (All)

- Kalaivani -- The status of Release 7.6.1 is on target. They will perform staging testing tomorrow morning and it will go live on next Monday (August 24).
- Li – The Zetterling project is nearing completion. There are some problems with the presentation files. The middle of the file had blank screen but the beginning and ending plays fine. She reported to Isaiah and is waiting for to hear from him.
- Caryn – She is working on EAD. People showed interest in seeing an overview of the EAD process and interface.
- Yu-Hung – Reported on the OJS dark archive status. He has already archived the Electronic Journal of Boundary Elements collection, which has around 55 articles in the WMS. Currently, he is working on the Pragmatic Case Studies in Psychotherapy (PCSP) collection. Because of the large volumes in PCSP collection, Yu-Hung is in the process of applying both batch load and template to create metadata records. There is interest in learning how to perform the batch load process by using a combination of template and upload files in batch. Li and Yu-Hung will demo the batch load processes at September meeting.

### 2) Detailed dates for scholar deposits (JJO)

The group discussed the proper place to document “detailed date” information and decided it could go into the “note” field. Through this practice, the date information can be presented as “free text,” is more flexible, but cannot be exported. Consequently, if the information is not needed for other mapping purposes, e.g., cover sheet, etc., we will include it in a note. Jane will add instruction (adding detailed dates in a note) to the SOAR Application Profile (AP) to reflect the decision.

### 3) Proposal for a new note type (JJO/RM)

Jane proposed a new note type, which was discussed and defined by the group. In the end, all agreed to call it ‘Special display note.’ Jane will add this term to Controlled Vocabulary (CV) for note type in the Configuration module. She will also edit SOAR AP to reflect the decision. In addition, she will post it and create a

ticket in the Software libraries site, specifying how that should be done (to change configuration for full display). This ticket will be assigned to Marty Barnett.

4) WMS tips: - **TABLED for next month**

- Saving file uploading instructions
- Assigning a display label for presentation file

5) WMS/MODS database upgrade: Subject

The group reviewed and updated MODS elements and attributes for mods:subject

6) Entries in software.libraries – **TABLED for next month**

- <https://software.libraries.rutgers.edu/node/1666>

Next Meeting: September 21, 2015