

1. Targets for R4

We reviewed each deliverable for R4. The main points are itemized here as follows:

- a. WMS editing of fedora objects will provide for editing of metadata. Deletion/addition of datastreams will be handled through dlr/EDIT.
- b. There will be a 2-3 day down time for lefty to upgrade to 64 bit mode.
- c. We will need java 1.5 to run the new Handle server
- d. Kalaivani will pull together the metadata changes in R4 to supply to Yang.
- e. Ron will provide a list of services to Kalaivani to partition to A-A groups in dlr/EDIT
- f. We will drop mpeg2 as a video presentation format and add quicktime.
- g. Isaiah proposed that (i) we drop shn (shorten) as a compression tool for sound and do no compression and (ii) we consider multiple mp3 presentation datastreams for sound - very similar to video. Isaiah will bring this issue to the a-v working group. We'll implement recommended changes in R5.
- h. Isaiah will check with Bob Nahory regarding status of ingest oral histories. We would really like to do a few of these to get experience and make necessary changes in R5.
- i. Ron and Rhonda will expand on Grace's draft for faculty submissions. This spec will form the requirements for what we do in R4.
- j. Shaun will inform sw_arch about whether we should update to a newer version of OJS.
- k. Rhonda and Shaun will work with other groups to determine how best to update content for the WMS help center.
- l. Rhonda and Ron will work on specifying object architectures (content models) for photo albums, scrapbooks, and newspapers. Specs will be provided in the R4 timeframe for development in R5.

NOTE: We need to work more on the requirements for collection hierarchy (Jeffery, Chad, Ron) and faculty submissions (Rhonda, Ron, Yang) and to understand how the OJS update will affect journal export to Fedora. Developers felt that all other features could be delivered for code freeze on Dec. 15, 2006.

For R4 targets, we decided on the following: code freeze - Dec. 15, Jan. 12 - system test complete on lefty, Jan 24 - system test complete on mss2, Jan. 18-19 - notice of downtime to partners, Jan. 25 - delivery of all software to Systems, Jan. 30 - delivery of R4 to the public.

2. Collection hierarchy

We had a wide-ranging discussion of the collection hierarchy and related issues.

Decisions/issues are summarized below:

- a. We agreed that the collection ID syntax for ETDs will use the following generic form: etd-[grad school id], for example etd-gsnb. An example of the resulting handle will be 1782/etd-gsnb.etd.3456.
- b. There was much discussion on the various methods of representing hierarchy and doing collection indexing. Chad and Jeffery will work with Ron to review changes and finalize the requirements for another review.
- c. There was considerable discussion of to to dynamically pull in ETDs to an academic

department. If we are going to do this, "department name" will need to be captured in the metadata of the ETD. Shaun will pursue this issue.

d. It was noted that we will need to handle the indexing of empty collections. Jeffery will investigate.

3. Release and testing process

Our release and testing process has been dramatically improved in R3. Ron will put out our notes and will examine, with Kalaivani, possible improvements for R4. We may want to pull together the ad hoc subgroup on the release process. Other items discussed in this segment include:

a. We will do a dot release (3.1) to include two high priority MRs.

b. Kalaivani will be release manager for R4.

c. It was also noted that software developers should be programming with the expectation that they will need to follow symlinks on the production site.