Present: A. Morgan (for the start), C. Mills, R. Marker, K. Ananthan, Jie Geng, Yang Yu, Isaiah B (notes), Dave Hoover.

Announcements & Updates (All)
- Fedora 4.4 is available. They are moving at a good clip.
- OOI thing is on production, but it is not yet ready to be used by outside users.
- Security patch (7.6.3) is on production.
- OIT meeting tomorrow about ldap-to-cas migration. Unclear as yet if OJS authentication is affected. It does not store personal information (only names and emails).

FEDORA DC Area User’s group Recap (Geng, Mills, Triggs, Yu)
- Some members of the team visited the FEDORA conference. Some highlights: how one FEDORA user makes use of rsync to transfer data to the staging machine, with the effect of minimal downtime and failover/read-only benefits, and a developing capability (University of Maryland) to apply WebACL-like access to datastreams in FEDORA 4, which might be worth migrating to when it is ready.

- Andrew Woods described FEDORA as two products: an API specification, and a reference application that follows the rules of the API spec. It’s possible that one or many application follow the spec in the future, on multiple platforms, independently developed, which could lead to a more diverse future where Duraspace might not even develop the software directly, and independently-developed qualifying applications will take the place of the original Java app.

- There were some success stories about migration, but the general sense is that we’re not alone in not being quite ready to migrate to FEDORA 4. The sense is that our timing is pretty good.

- Woods would like for us to share our experience with migration, as this could benefit other custom-shop users trying to tackle the migration problem.

RUcore Release 7.7
- Freeze still planned for Oct 30, barring any significant show stoppers.
- Jeffery and Jie: On track

- Chad: Some items got moved to 8.1 with Grace’s approval
  - Analytic tagging (interface needs more work to get done right)
  - JPEG2000 and transition to a pyramidal TIFF presentation system

- Yang:
- RUFU: Some old version of faculty submission metadata need to be converted into the form
- ABBYY: Licensing and tech support issues have taken some time and caused delays, but was able to work on other issues during this time. Some progress made for OCR and PDF generation/merging. URL conversion to PDF cannot be done. Some technical issues remain in working with their web API, and resolving these issues take time that will extend past the code freeze date. A new dot release or inclusion in 8.0 would be a more prudent idea. A developer meeting will be scheduled for the first week in November to look at ABBYY.
- Bug fixes for metadata and feature requests: batch import, faculty submissions, My Collection. Yang will work with Rhonda and Jie to push through critical bug fixes for code freeze and decide what, if any, bug fixes need to be pushed to a later release in order to meet code freeze deadline, or determine if code freeze should be extended.

- Rhonda:
  - Will be writing testing specs to ensure all scenarios are addressed when it’s time to test 7.7.
  - New cover sheet specification with CC licensing info.

**Issue tracking replacement initial discussion**

- Current system (software, libraries) is a Drupal 5 site, been in use for several years. Project modules were not picked up in Drupal 7, making migration not feasible.
- KA and CM have been looking at possible replacements: internal, external, open source, paid, etc.
- Potential options
  - Redmine: Open source, free, extensively used, would need to be self hosted
    - Can be used as issue tracking and project management
  - Jira: Paid service, used widely by FEDORA developers, cloud based hosting and local server options. Cloud cost: $5,000/year for 50 users. Local hosted cost: $3,000 to start, $1,600 optional yearly maintenance. Confluence Documentation package could be added on for wiki-style knowledge management.
  - Adapting Sysaid/RULhelp for issue tracking. This is not an advertised feature, but adaptable workflow exists to track issues, make assignments. Disadvantage: no granular separation of issues, all issues (including IIS tech issues) would be lumped in with RUcore dev issues. Additional admin license purchases may also need to happen.
  - Broader issues here: We need knowledge management and project tracking software to fill those needs, as well, though we shouldn’t focus necessarily on addressing all of these problems with a single solution, if doing that is not a great fit.

- Jie, Chad and Kalaivani will work on setting up test environments on the proposed options so that SW_ARCH members will have a chance to try them out and give
feedback. Long term: import/export capability exists to allow us to move in and out of different solutions as the need arises.

Downtime Notifications Draft – Beard
- Maintenance communication document was reviewed, and morphed into broader discussion about the broader scale RUL-wide critical service notification policy. This document will need to be informed by the final version of the broader document, i.e. how and whether to notify users about uptimes after planned maintenance windows, listings of who acts as a spokesperson to issue this announcement, etc. This document will be updated to reflect those broader policies, when developed.

Jobs & Reports – Triggs
- Found a way to do TechMD migration without shutting down any services, permitting the repository to continue running as the report is being run. Jeffery has developed a command line script that runs on a socket as opposed to running the java app. Tests on rep-devel and rep-test on a large collection were promising, not taking up a large amount of time. A broader scale test on staging will be coordinated with Dave and results will be shared.