

Cyber Infrastructure Steering Committee

April 16, 2008 – Minutes

Attendees

Grace Agnew	Chuck Hedrick	Rhonda Marker
Kalaivani Ananthan	Ron Jantz	Chad Mills
Isaiah Beard	Linda Langschied	Mary Beth Weber
John Brennan		

Agenda

- 1) Discuss progress hiring an Identity Management programmer for NJVid

Decisions

- ✓ Chuck indicated the search to fill this position has been difficult. He proposed an alternative solution of using existing staff to do this work for a set amount of time while continuing the search. Grace said this idea will be discussed at the upcoming NJVid Business meeting.

To Do

- Set up a meeting with key committee members to review the scope of the project and estimate scope of project and estimate of workload in order to develop position specs. (Chuck, Grace)
- Discuss with NJVid partners any budget implications of hiring a programmer at a later date. (Grace, John)

- 2) Report from Open Repositories '08 Conference

Information

- Ron discussed the presentations he attended and information he received at the conference. Items of note are discussed further below.
- PILIN is a persistent ID format used nationally in Australia. It is something we should explore using statewide.
- Signed certificate time stamps is another useful tool which we should explore.

Decisions

- ✓ Start ETD Phase II discussions with the Graduate School, especially the concept of accepting ETD's into the repository in their master format (Word, open standard format, pdf, etc). This could lead to full-text mining in ETD's.

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To Do

- Set-up a conference call with Penn State regarding their choice of storage architecture and to discuss how their thought processes may be applicable to our situation. (Software Architecture)

3) Report from CNI Conference

Information

- Chad and Kalaivani presented open source RUL policies and procedures at the conference. The presentation was aimed at the administration of open source software as opposed to the technicians. Several institutions showed interest.

To Do

- Develop a basic workflow diagram of a typical administration process for using our open source software. Although other institutions have their own structure and hierarchy with which to contend, this would provide a convenient overview to help them better understand the commitment required in adopting our software. (Kalaivani, Chad)

4) Storage Server purchase

Decisions

- ✓ Buy a live backup (read-only) server.
- ✓ Move forward with buying external storage for video in preparation. A decision will be made at the April 17 Software Architecture meeting

To Do

- ✓ Decide which external storage device for video to purchase. This will be made at the April 17 Software Architecture meeting. (Software Architecture)

5) User Applications/Faculty Survey Interface Discussion

Information

- Linda reviewed progress of the User Services Group. They have revised their schedule and responsibilities in anticipation of the next release of RUCore.

Decisions

- ✓ Statistics will be moved to the top of the appropriate RUCore page.
- ✓ A common architecture will be used for all projects which have a relationship to RUCore. (ie: NJDH, NJVid, WAAND)

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- ✓ User Services is responsible for representing Rutgers at the state level to work with partners to gather advice and opinions while also incorporating partner needs into the planning process wherever possible.
- ✓ The ideal scenario would be to develop a submission form which can be used for both NJVid and NJDH.
- ✓ The required metadata categories which are required for the Faculty Survey and RUCore will be added. A primary goal with the Faculty Survey is to make it as simple as possible for faculty use.
- ✓ Faculty Services is not a low priority project. Additionally, “in press” and “in progress” will not be included in the repository.
- ✓ The User Services Group will add new members as they see fit given current needs and projects.

6) Sharing WMS with Northwestern and Columbia Universities

Decisions

- ✓ Create a list of partner requirements for WMS testing. (Kalaivani, Chad)
- ✓ Contact Columbia and Northwestern asking for firm commitment regarding testing. (Ron, Kalaivani)

Respectfully submitted by John Brennan – April 24, 2008