

# Cyber Infrastructure Steering Committee

## April 30, 2008 – Minutes

### Attendees

Grace Agnew	John Brennan	Linda Langschied
Kalaivani Ananthan	Valeda Dent	Chad Mills
Isaiah Beard	Ron Jantz	Mary Beth Weber

### Agenda

#### 1) Update on NJVid Advisory Board Meeting

##### Information

- Grace attended the first NJVid Advisory Board meeting. She indicated interest was high from the attendees. Other institutions have also shown interest in shadowing NJVid as it matures and develops.
- A workshop entitled "Federation Soup: An Assembly of Ingredients" will be held in June in Seattle. NJVid has been asked to be the feature project presented. Chuck Hedrick and one other RU person will attend.
- Grace reviewed the PowerPoint presentation made to the Advisory Board.
  - Videos are currently available from Special Collections, UMDNJ and various high schools.
  - It is the responsibility of the organization or the faculty member to assert rights ownership to any video they wish to have uploaded.
  - Three license scenarios were discussed: Locally Owned Videos, Lectures on Demand and Commercial Videos. Each has their own licensing and authorization/authentication concerns.
- William Paterson University has been doing a good job maintaining and updating the NJVid website.

##### To Do

- Decide who will attend the "Federation Soup: An Assembly of Ingredients" workshop in Seattle with Chuck Hedrick. (Chad, Isaiah, Kalaivani)

#### 2) Overview of the structure for "My Collection" in NJVid

##### Information

- "My Collection" is open to any of the 10 member organizations.
- NJVid should charge an annual fee from each member organization.

##### Decisions

- ✓ Permanent videos will keep permanent annotations.
- ✓ Annotation metadata will be saved as a separate object.

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### To Do

- Review and finalize the metadata elements for annotations. A proposed list was provided. (Mary Beth)
- Decide if annotation create/edit will be available from WMS. (Software Architecture)

### 3) Discussion of Associated Objects for member organizations in NJVid

#### Information

- The group discussed some of the challenges brought on by the use of associated objects. Software Architecture is ultimately responsible for deciding how to manage associated objects. However, the following items brought up for consideration:
  - The upload should occur via an “event”.
  - Every organization could have a folder in a centralized space housing all associated objects. (This would be only for people creating events.) In this way if the organization leaves, the associated information can be easily discarded.
  - A link will be provided to the associated objects through a CMS or some other entity.

### 4) Review of RUCore Release Schedule

#### Information

- Ron reviewed the latest version of the RUCore release schedule.

#### Decisions

- ✓ “Lectures on Demand” submission form will be in release 5.1
- ✓ Annotation tool, including search and display of annotations, will be in release 5.1
- ✓ File validation – use of JHOVE2 or GDFR moved from release 5.1 to 5.2
- ✓ Archivist’s tool kit will be added to release 5.2

#### To Do

- Provide requirements for annotations for release 5.1 (Grace, Linda)
- Provide requirements for Partner’s Portal (Grace, Linda)
- Provide requirements for release 5.2 (All)

Respectfully submitted by John Brennan – May 8, 2008