CYBER-INFRASTRUCTURE STEERING COMMITTEE (CISC)

Meeting Minutes – June 16, 2010

Present
Grace Agnew, Chair   Ron Jantz
Kalaivani Ananthan   Rhonda Marker
Isaiah Beard   Tibor Purger
John Brennan   Mary Beth Weber

Excused
Linda Langschied
Chad Mills
Jane Otto

AUL Report and Updates
Agnew congratulated the TAS faculty and staff who participated in the Libraries Management Development training. They were tasked with developing a proposal to accept research data into RUcore. She commended them for a well thought out proposal and presentation. She said they constructed a good base from which to further develop this process. Additional opportunities to present their recommendations will be forthcoming. The importance of Project Management (PM) was highlighted throughout the presentation and Agnew agreed the enhancement of these types of skills across all of Technical Services would be beneficial. She asked Purger to investigate PM software tools.

Agnew and Caryn Radick of SC/UA met with representatives from the Eagleton Institute of Politics to discuss a possible digitization project for former New Jersey Governor Corzine's papers. The collection consists of over 100,000 documents. Funding questions are currently unanswered and must be addressed before any work begins.

There is no new update on hosting a portal for Hispanic studies for the School of Communication and Information (SCI). The Libraries remain committed to providing this support when the time comes.

Tenure track faculty approached us about depositing their research into RUcore. The issue of copyright concerns was discussed by Marker and Agnew. It was agreed the Libraries is better situated to investigate copyright permissions and will do so, thus shifting the responsibility off those faculty.

A meeting will be held with the New Brunswick Graduate School of Education (GSE) to review journals and articles which could be uploaded into RUcore. The GSE is eager to participate. Agnew and Marker will contact Robert Sigley to secure a list of journals.

Ananthan said Luna is scheduled to be decommissioned on July 1, 2010. Italian Studies professor David Marsh still has 1,400 images in Luna. Most of these are his personal slides. Talks are ongoing to move those images into RUcore. Ananthan and Marty Barnett of Integrated Information Systems (IIS) performed testing to see if moving the images resulted in any technical issues. The testing went smoothly. Copyright considerations are currently being investigated. The prognosis is good that the material will be moved by July 1 without any negative impact.

On a related note, Agnew mentioned ARTstor is going to start charging for personal collections. People can continue to build their collections without cost until December 2010. At that point the collection will be frozen until December 2011, after which ARTstor will start charging a modest maintenance fee for those wishing to keep their collections stored there.

Jantz will meet with Langschied to discuss a strategy to encourage faculty currently not using our Open Journal Software (OJS) to begin doing so.

Metadata Working Group
Weber made a request to CISC to make Ananthan co-chair of the Metadata Working Group. She noted Ananthan is organized and keeps things on track. She has an excellent command of the WMS and brings software architecture experience to the table. The group heartily endorsed this request.

Streaming Media
Weber discussed a meeting that she and Otto called to develop a comprehensive end-to-end process for acquiring and making available streaming media. The meeting also included Purger, Beard, Jane Sloan and Gracemary Smulewitz. Issues discussed at the meeting include the selector's need to clearly delineate what he is ordering and what rights are included with it. Adding new vendors to our ILS must now be vetted through the RUL Budget Office, which will make the process of acquiring and ordering streaming video take longer.

A team, similar to the Serials Team and soon to be formed E-Books Team, will be formed to triage questions and problems that arise during the process of acquiring, cataloging and making these resources available. M.B. Weber noted that J. Otto is the primary contact for vendors and selectors regarding streaming media. Weber will report on the streaming video meeting and outcome at a future LRC meeting.

Agnew asked the group to review the draft of the digital storage RFP when it is completed to ensure all technical needs for storing streaming media are addressed.

IJS has 87 fragile CDs, of which we have rights to five. These files will be made exclusively available within Dana Library by restricting the IP addresses for access. Limiting availability to a single location is necessary because of copyright. We have copies of the files and will get them into the stream. Cataloging has already been done.

Collection Level Metadata
Weber distributed a handout displaying the elements of collection level metadata. Agnew suggested adding links to item level metadata, moving information from the notes into source metadata, and shifting item level specific copyright information into the rights metadata. Additionally, licenses should reside in collection level metadata and be pushed from there into all items in that collection. Further modifications for collection level metadata will be made via email. Weber will incorporate these changes. Agnew thanked Weber and her team for their solid work.

Submitted by John Brennan
July 6, 2010