

# DISC Meeting Minutes

December 14, 2011

## Attending:

Vicki Stanton, UNF  
Barbara Lewis, USF  
Astrid Terman, FCLA  
Lois Widmer, UF  
Bobby Parker, UF  
Caitlin Nelson, FCLA  
Derek Merleaux, Wolfsonian-FIU  
Lee Dotson, UCF  
Plato Smith, FSU  
Mark Sullivan, UF  
Priscilla Caplan, FCLA  
Jamie, FIU  
Joanne, FAU  
Dean Debolt, UWF

- Housekeeping - Lois Widmer is the new DISC rep for UF.
- New indexes in DigiTool PALMM - Astrid brought forth a request from New College to have new fields added to DigiTool indexes/advanced search for ETDs. The new fields are being tested in DigiTool test at <http://digitool.fcla.edu>. Go to advanced search and they are at the bottom of the drop down menu. The fields are Theses Concentration and Theses Division. DigiTool does not allow specific fields per admin unit so this would be a system wide change. It was agreed that we will go ahead and implement the indexes as requested and that the ETD working group will look at this issue further.
- Update from call for planning ETD Working Group - Lee gave a brief update on the working group. The group will meet the 1st Monday of the month at 1:00 via Elluminate. Lee and Caitlin will co-facilitate. The minutes were sent to DISC. A wiki and email list is being set up. You are welcome to join the working group or just lurk on the wiki or email list - contact Lee or Caitlin for more info.
- Discussion of policy and procedure documents to support common digital library system - Barb suggested creating a working group to look into this. Volunteers for working group are: Derek (Wolfsonian), Barb (USF), Jamie (FIU), Priscilla (FCLA), Joanne (FAU), and Dean (UWF). Barb will call the first meeting. She will send out a Doodle poll to schedule a time to meet after the holidays.
- Call for DISC input on Sobek planning issues

1. What metadata formats must be supported? We know MARC, Dublin Core and MODS. VRA Core?
  - DC and MODS will be the majority. UF requested DarwinCore. Caitlin will contact Ringling to discuss their needs.
2. In DigiTool, tasks to do during an ingest (e.g. make a JP2 from a TIFF, create a thumbnail, etc.) are set ingest-by-ingest. In Sobek, these settings are system-wide defaults. Does it matter to you to have load-by-load control or are constant system defaults ok?
  - These would be system wide for all institutions. There was a request to see a list of the system defaults. Mark will send an email with the system defaults for load (ingest) assumptions. This will be discussed further via email.
3. For items that will have MARC cataloging, will your catalogers want to make the records directly in Sobek via the MODS template, or will they want to make them in Aleph?
  - Currently no one needs a Z39.50 connection to pull records from a catalog - but several commented that it would be a nice thing to have in the future. This will go on an enhancements list. Most are using OCLC Connexion or creating original DC records without MARC.
4. For those schools that have content in both UFDC and PALMM (DigiTool), which version do you want migrated?
  - FCLA will contact FIU, UNF, FAMU, Wolfsonian, SWFLN, and FGCU directly to discuss their materials.
5. Do you have content that works in DigiTool or some (other system) now that you want tested in Sobek? Let us know.
  - If you want to have materials tested in Sobek... If they are currently in DT, point to them and FCLA can pull them. If not in DT, contact Priscilla about sending samples. UWF is putting digital materials in Archon - FCLA will want to test those materials. IR materials are also candidates for testing.

Lee mentioned to keep in mind how you would answer the above questions for a non-Sobek platform. Shared information about the Digital Platform Working Group such as the timeline and charge.

Meeting adjourned at 2:00

Next meeting scheduled for 1/11/2012 at 1:00