Metadata Subcommittee
Conference call
November 12, 2008

Present on call:
Lu Ai (FCLA)
Gail Clement (FIU)
Daniel Cromwell (FCLA)
Emmett Denny (FAMU)
Catherine Gardiner (FGCU)
Helen Laurence (FAU)
Kim Montgomery (UCF)
Mary Ann O'Daniel (FCLA)
Linda Smith (UNF)
Naomi Young (UF)
George Gonzales (UF)

Guests
Salwa Patel (FAU)
Lee Dotson (UCF)

1) Approval of Minutes.

Minutes of the September 10th and October 8th conference calls were approved.

2) FCLA Updates.

Daniel reported that the DLU01 loading problem discussed on the last call has been resolved. Also at the last meeting, Naomi had a concern about frequency of DLU01 uploads. Jean Phillips was going to report re: the difficulty of increased upload frequency for FCLA. Daniel will follow up. (Update: From Daniel's email of 11/13/08 re: DLU01 Update Frequency: "DLU01 records in MANGO are being refreshed 5 times a week.")

3) CAGER Guidelines/Swiki.

Emmett reported that the Swiki address and login were sent out by email (http://swiki.fcla.edu:8000/cagerrev). He asked Salwa to report on the DISC response to the Swiki & CAGER guidelines. Salwa reported that she asked DISC what are their hopes for the working group. They discussed the possibility that the guidelines could be software independent, but noted that this may not be possible in certain cases. Naomi sent web conferencing info to serve as a possible starting point for the working group. Salwa asked DISC to start posting to the Swiki.

Emmett asked Gail to elaborate on the issues she posted on the CAGER Revision Swiki. Gail asked if we want to consider using simple DC (15 basic elements only) or the full set of DCMI terms, including all or only selected terms and controlled vocabularies published via DCMI? And apart from what metadata standards to use, the revised guidelines will need to make recommendations on mapping and display issues.

Emmett referred to the 4/08 LC Marc to DC crosswalk (http://www.loc.gov/marc/marc2dc.html) and asked if FCLA has a list of MARC fields that map to Digitool. Lu Ai said that Digitool is very flexible in supporting MARC -- they can make Digitool display any fields we want. Group consensus is needed, however, since if a new field label is added, it will affect the whole system. (Follow up: Lu Ai sent a link to metadata mapping documentation on the Digitool wiki page at http://wiki.fcla.edu:8000/DigiTool/24 including "Mapping MARC to DigiTool display."

Emmett asked for feedback from the working group. Salwa said the working group might want to review how the new guidelines could address Dublin Core, MODS, VRA Core as well as MARC. Lee reported that she started by going through the old guidelines and deleting what isn't relevant. We want to keep what works from the old MARC- and NOTIS-based version, but need to add new info for DC, MODS, VRA, etc. as well as Aleph. First step: decide on deliverables.

Naomi suggested that separate pages could be posted on the SWIKI for the different schema. Daniel pointed out that the Edit icon can be used to Edit Swiki pages, and (from Swiki Help Guide) "To link to a page, surround the page's title by *s (i.e. *My Page*); if the page does not already exist, a create button appears next to the new title; click on it to create the new page."

Emmett will add the old CAGER guidelines to the Swiki.

Kim asked if thesaurus selection will be addressed. Gail agreed that this is important especially in the Mango environment.

Where do we go from here? Gail suggested that for the next month, we brainstorm without censoring; then characterize/categorize the ideas that emerge and set priorities based on these. Emmett will email the working group asking them to start brainstorming and posting ideas on the Swiki as a "doodle board." Perhaps by the next call, the working group can start sorting through the posts and an overview of the project will begin to emerge.

There being no new business, the meeting was adjourned at 2:59pm
Next meeting: December 10, 2008 at 2pm.
Respectfully submitted: Helen Laurence