DISC Meeting Minutes
October 12, 2011

Action Items
DISC will work on policies and procedures, basing the new documentation on the documentation for FDA: http://fclaweb.fcla.edu/FDA_documentation

Laurie will send ETD subgroup request to CSUL Liaisons.

Recording

Attending:
Astrid Terman (FCLA)
Barbara Lewis (USF)
Bobby Parker (UF)
Dean DeBolt (UWF)
Derek Merleaux (Wolfsonian, FIU)
Jamie (FIU)
Jim Schnur (USFSP)
Joanne (FAU)
Laurie Taylor (UF)
Lee Dotson (UCF)
Priscilla (FCLA)
Shuchun Liang (FCLA)
Smith (FSU)
Vicki Stanton (UNF)

Minutes:
Call via Elluminate:
https://sas.elluminate.com/m.jnlp?sid=2009453&password=M.5A2526EB7D28FB2BE5FD6E59B07A6A

Draft Agenda agreed upon without changes. Agenda items listed below.

1. New DISC members and new digital initiative folks at DISC institutions
Plato will check with Emily on attending future calls.
Laurie will check with Lois once she arrives.
UCF is hiring a new metadata librarian.
FIU has hired a new digital archivist.
UNF has just hired someone new.
UWF is beginning a search for a digital archivist position in Archives and West Florida History Center.

2. ETD subgroup and FLETDA [http://fletda.org/]

ETD discussion in notes for call, from prior emails:
The ETD working group will investigate ETD description among SUS institutions, and make recommendations on how to facilitate standardization of ETD metadata, with the overall focus on improving ETD metadata sharing and aggregation. For example, in order to facilitate aggregation of ETD metadata in MANGO, the working group may make recommendations on standard values for fields in MARC, DC, ETD-MS or other appropriate metadata formats. Similarly, the working group may recommend ETD metadata guidelines which could improve the creation and dissemination of ETD metadata for inclusion in the NDLTD.

Discussion:

FLETDA may not be inclusive for catalogers and metadata folks.

Is the goal to have a larger group or a smaller group? Would a smaller group be more useful?

If the goal is a statewide standard for ETDs, it might be easier to achieve internally and then pass along to FLETDA for a second stage.

Metadata from ProQuest is being loaded into the USF catalog; is that how others are doing it? Somewhat similar for others, and Catalogers are very involved and will remain involved. Because so many ways of doing things (from Grad Schools, ProQuest, Digital Commons, etc) need to make sure that things are equivalently represented in the catalog.
Could this be a first step with ETD metadata overall for an ETD tab?

Bobby, Jamie or someone from Cataloging, Vicki, Lee, Barbara or the IR person, Dean DeBolt, Plato, Gerald Langford from UF, and someone from Cataloging from FAU would like to be a member of the ETD working group. People from the Metadata Subcommittee.

3. Nomination and election process for Vice Chair for 2012

New Chair and Vice Chair are listed as an action item in the DISC Quarterly Report.

People will send nominations to the list (self and other). Many names suggested as possible.

4. Implementation plan

Technical concerns and policies.

Exploring not porting system from Windows to Linux; need approval and discussion with CSUL ongoing on next steps. Short term plan is moving forward with the reference system of SobekCM on FCLA machines, which supports moving forward and is short-term work and will go on to support all future developments/changes.

5. General Discussion

Florida Scholarly Communications Interest Group (FL-SCIG)