## MEETING MINUTES

# Digital POWRR

# Preserving digital Objects With Restricted Resources

### Date: Monday November 17, 2014

### Time: 1pm-2pm

### Place of Meeting: Founders Library 145D/Conference Call

### Attendees: Aaisha, Meg, Jaime, Lynne, Danielle, Stacey, Drew. Jeff, Steve, Chris

* Stats and Feedback
  + The White Paper has been downloaded about 4000 times
  + The Web page and Wiki have about 20,000 hits of varying lengths
  + Lots of anecdotal feedback: emails, shout-outs, and being pulled aside at conferences and meetings
  + Follow-Ups from the Workshops
    - 3 workshops are past the 3 month mark: the Pilot, MAC, and Data Driven from Charleston
    - We have a 72% response rate with 71% saying they have initiated DP
    - We anticipate more feedback as we had larger attendance at some of the later workshops
    - Some common activities started were:
      * Begin awareness building
      * Investigate tools
      * Inventory of digital materials
    - 10% responses say workshop was crucial, 62% very helpful, and 23% helpful in starting DP activities
    - For Pre and Post Test data: there is about 50% improvement from the self-reporting tests
* Advisors Advice about Hand-offs of Deliverables
  + Tool Grid
    - We have formed a relationship with COPTR to move the tool grid to a community based platform. It will be community owned and updated.
    - It should be self-sustaining at that point.
    - Jaime has been asked to be on the steering committee so POWRR will still have a presence
    - On Dec 1, our Tool Grid will go gray and link to digipress
  + One Pagers
    - NDSA working group has expressed interest
    - Digital Curation Centre has also expressed interest
    - They are live and downloadable on our web page currently with POWRR logos, but they are customizable
  + Data Accessioner
    - POWRR worked with Seth Shaw to update the Duke Data Accessioner. He has relabeled it the Data Accessioner
    - We have been using it as our hands on protion of the workshops
    - Seth has implemented some new reporting tools with it
  + Legal Framework
    - Dwayne Buttler has been working on this
    - Not sure where this should end up, but should be released just as the grant is wrapping up
  + White Paper
    - Available for download from the institutional repository
* Future of Workshops
  + There has been high demand and high ‘sell-out’ rates for the workshops followed by lengthy wait-lists
  + The Workshops are currently free because they have been funded by the IMLS
  + How should we keep delivering the information?
  + The SAA has expressed interest to adopt it as part of their Digital Specialist Certificate Program
  + There seems to be two parts here: (1) institutional support needed and (2) financial support needed and (3) payment for instructors
    - The spirit of this being an under resourced institution focus, we would like to keep fees minimal. SAA will be about $200
* The NEH Workshop Grant
  + We are still waiting to hear back from NEH, hopefully early December
  + We are capable of presenting the 3 instead of 4 presenters which will cut down costs and difficulty of finding that many instructors
  + Presenters would get an honoria under this model
* Virtual Component of workshops
  + We are required to post four webinars in the 2 years following the grant end
  + AMIA (Association for Moving Image Archivists) wanted to assist, but there isn’t enough money. They suggested a hands-on interactive webinar which seems too difficult
  + We are looking to make it in house and hopefully only charge a minimal fee at most
  + NIU has changed their pricing structure to assist with webinar creation and is going to be a vital resource for this
  + MAC was also interested as a potential partner- they have been asking for another workshop since the first one we did
    - They haven’t produced any of their own as of yet
  + We need an institutional support system
  + The best bet is to go through NIU’s resources
    - This is a question we will pose to the other partners as well
* NEH New Model:
  + There may be some money not spoken for that was asked for in the original budget number. This may be helpful in assisting with this grants requirements, but can also shift the NEH numbers too
* There has been some informal requests for consulting in the Spring (after the grant ends) once those numbers are relayed, there is no response
  + The NEH grant has made some promises to groups, not necessarily places
* Feedback Requests
  + White Paper Derivatives
    - It is publishable in a scholarly journal, but needs to be edited so we’re not plagiarizing ourselves
    - Lots was left on the ‘cutting room floor’ because the IMLS was limited to 8 pages
    - The Case Studies make a good fit for the SAA Campus Case Studies Series
      * 2500-5000 words about a problem faced and lessons learned
      * Turn around for publication is about 2-6 weeks
      * Publications are then open access
    - Trying to publish within a scholarly journal will be more complex
      * Possibly American Archivist
      * This will require more coordination and research
* Second Implementation IMLS Grant
  + U of I and NIU partnered to propose a fast-track two page grant proposal- still waiting to hear back
  + U of I works with Medusa, a front-end program. They would handle the technical of the grant
  + NIU would handle grant administration, outreach, training, and would have the full time project manager
  + The result would be a state wide repository
  + The State Library is very interested to see if this gets funded- they want to be a service hub
  + CARLE is willing to write a letter about the benefits of this grant
  + The grant is set up so that it will become sustainable through membership and administration feed
  + It is preferred for it to be technology agnostic so many can have access to it
  + The POWRR Partners would be welcome as founding members if they chose to participate
* Implementation
  + Meg at IWU: Working a lot with Data Accessioner. It has been helpful for making a case at the institution. XML was very helpful and easy to use. There is an ability at IWU to run a fixity check- but she is still making the case for other activities
    - DuraCloud-> working on a trial of the DuraCloud/Archivmatica partnership
  + Aaisha at CSU: Data Accessioner has not been implemented yet, there have been issues with the files that need to be inputted. The format requires file by file input. Hoping for the grant next year
  + Jeff at WIU: they are in a holding pattern. Jeff will be on sabbatical abroad next semester, so hopefully the replacement will be able to keep things moving
  + Stacey at NIU: DuraCloud trial as a stop gap while waiting for funding, but the repository is being rebuilt so we can’t use it yet.
* Thanks to everyone!