

Digital POWRR

Preserving digital Objects With Restricted

MEETING MINUTES

Date: Monday, September 9, 2013

Time: 9 – 10am

Place of Meeting: Founders Library 409

Attendees: Aaisha, Meg, Patrice, Jeff, Lynne, Drew, Stacey, Nathan, Matt, Jaime, Sarah

- Good morning!
- Going over project updates from September 4th document
 - Consulting for MetaArchive Collaborative membership is moving forward and meeting with Dr. Buttler will coincide with Open Access Week
 - The meeting with Dr. Buttler will happen Friday morning and will include lunch, then the senator will speak on Friday at 2/2:30pm. The topic is copyright/creative commons etc.
 - You're welcome to bring members from your institution to the Open Access Week, but we only have one hotel room per institution.
- Internal Communication Plan
 - We are working on the graphics and wordsmithing and will hopefully send this out this week.
- Chicago State Update
 - Currently working on gathering samples, but have not yet begun testing the tools. Hopes to begin testing next week. Working on the first couple pages of the case study.
- Western Illinois University
 - Testing seems to be on task. Case study being worked on and making great progress.
 - Jaime will be in touch about DuraCloud
- Illinois Wesleyan University
 - Hasn't yet recovered from the Metadata wall.
 - Will contact CSU to try and work through it.
 - Also following NIU case study example.
 - Actual presentation is Sept 20th at 4pm. Will be about 40/45 minutes. Doing a dry run this Wednesday (11th) to get feedback. Presentation is open to all of campus, so attendance could highly vary and topic is Digital Preservation. "Shinning a light on the digital dark ages"
- Illinois State University

- Case study, again following NIU examples and inserting insights from University of Minnesota.
- Due date is Sept 15th? And ISU's will probably be ready by then.
- Testing – Archivemata, having trouble transferring objects/information into the virtual box (Will make sure to document process). Early October they should have some archivists working with testing.
- Possibly using the web interface you shouldn't have to use code, it should all be in the web interface. Hopefully a conference call in a couple weeks after NIU has had a couple of weeks to poke at it. Jaime will contact you this week to set up a call in about 2 weeks.
- Northern Illinois University
 - Lynne is going to start Wednesday morning with some of the testing. Then shortly after our University Archives and Regional History Center will join testing.
 - Case Study – We are still creating our digital preservation policy, (waiting for digital collection development policy to be finalized before finishing up the digital preservation policy).
- Have we heard anything from Spruce?
 - They have been working on creating the tool registry, and might devote a hack-a-thon day to try and create an entry method (wiki) that will spit out something like our tool grid to display the information.
 - Slow but ongoing conversation.
- Workshop
 - Assessment? Meg would be willing to work with Liz on this.
 - Consulting work with Jackie Esposito. Instructor for some SAA courses. Hoping to do a conference call with her next week.
 - The greatest interest of her workshop was in the 90 minutes she devoted to available tools.
 - The direction we want to see the workshop go is a heavy focus on the tools. The fact that different tools perform different functions within the digital preservation cycle. Then having work stations set up where people can actually play and see the tools.
 - Planning to bring laptops with the tools already installed for attendees to work with rather than installing on-site where we are presenting.
 - NDSA and OCLC working with the “walk before you run” and “walk this way”. Also demonstrating these processes from these documents during our workshop.

- What do we do when we're handed a flash drive or other machine with digital objects? These first steps are important and a lot of individuals are lost on the concrete steps they will need to take. Both HOW and WHY (or when is it necessary).
 - Also having break-out sessions that allow attendees to build awareness and relationships. (Hopefully leaving with a list of people they made need to contact)
- Trying out this format of workshop at MAC
 - For this we will try to work with Jackie to fill-out the tangible details.
 - Do we want to perhaps switch around the order? Maybe first going over people/relationships etc, then tools etc.
 - Jaime and Nathan will hopefully road-trip out there to help with the pilot workshop. Bringing hardware etc.
 - At MAC the panel versus the workshop should have different/unique names listed on them.
 - Proposals due the 20th. (But may be extended).
 - Hashing out the pre-workshop requirements before the 20th?
- Meeting on Friday the 25th of October...everyone will be able to be here. (If you cannot make it on Thursday that is okay).
 - The schedule for Friday is set and Jaime will e-mail this out ASAP. (And copy Patrick)