

Digitization Advisory Committee

Minutes

February 9, 2012

1pm - 3pm

SCRLC Office

Present: Bridget Bower (Ithaca College), Jean Root Green (SUNY Binghamton), Anne McFarland (SUNY Oneonta); Fiona Patrick (Cornell University)

Excused: Rachel Jaffe (SUNY Binghamton); Owen Frank (Steele Memorial Library); Laurie McFadden (Alfred University); Megan Potts McGovern (Rakow Library, CMOG); Molly O'Brien (SUNY Binghamton)

1. Reviewed minutes from last meeting. Accepted with no changes.
2. New York Heritage
 - a. Matt reviewed the activities of the NYH work groups: Site Development; Metadata; Teaching & Curriculum Components; Training & Customer Service.
 - i. Site Development work is proceeding, however, there remains some confusion on Matt's part what the site will look like and key navigation elements.
 - ii. Metadata standards are almost completed. A bit of differences regarding the audience of the data dictionary.
 - iii. There was some confusion about the difference between Teaching and Training. Teaching works with Social Studies Teachers. Training with institutional clients.
 - iv. Training will be conducted by individual Councils - tailored to their respective members/collections.
 - b. Help needed to review metadata materials, site development proposals and Training & Customer Service.
 - i. When new site is available the committee can comment and review it. Bridget suggested a quick search on Social Studies categories at the top of the site. Matt will pass along suggestion.
 - ii. There is a new version of OCLC Best Practices that addresses consortia needs. NYH will probably use this as guide to fully synch NYH with WorldCat.
 - iii. Matt has gained access to WorldCat Digital Gateway, but will wait to synch SCRLC collections until policies are developed.
 - c. Time-line for go live.
 - i. Still no definite date. There have been issues surrounding the CDM 6.1.2 update.
 - ii. NYH team will meet in Syracuse on April 4th
3. Teaching Primary Sources Grant with Scott Callan (The History Center)

The letter of intent will be sent off by Matthew later this week. He reviewed the project. This is our first attempt at helping students in elementary and secondary

schools meet their Social Studies curriculum requirements. One aspect will be to create a clearinghouse that will enable our users to discover non-NYH collections. This is a three way collaboration between Cornell, The History Center and SCRLC.

4. Newspapers – A review of possible collection policy
 - i. Do we want to allow newspapers?
 - ii. A lengthy discussion on how we might precede digitizing newspapers and yearbooks.
 - iii. Points for consideration included: redundancy of holdings; collection policy for the selection of papers to digitize; processing requirements; where to publish such a collection; and general over all policies.
 - iv. Yearbooks have copyright and privacy issues that may be greater than the Council wants to take on.
 - v. Matt will begin to investigate including newspapers.
5. Planning for 2012
 - a. It was decided that the 2012 DAC goals need to be revised. Matt will revise and send to the Committee for review before the next meeting.
6. Workshops
 - a. Up-coming workshops - The Council has contracted with Amigos for two on-line classes related to digitization program.
 - i. Metadata 2/14-17
 - ii. Image Editing 2/21 – 22
 - iii. Legal Issues 2/14
 - iv. Project Management 3/9
7. New Business
 - a. Tools or History website
 - i. There is still no clear use for the original ToH website.
 - ii. LibGuide vs. digitization site. The group thinks that using a LibGuide is a one possible way to support the Council's digitization program on our home site. The LibGuide could provide links to NYH as well.
 1. Jean offered to help with the Digitization LibGuide. Rachel & Molly may be able to help Jean as well.
 - b. Ideas - Matt shared good sites he has found using content dm – he would like others to do that too. Would like to see educational links on browse page

Committee meeting dates in 2012: June 20, September 12, November 1. All meet at 1pm

Matthew Hogan
3/18/2012