

NDLTD BOARD OF DIRECTORS' MEETING
World Bank, Washington, DC
Nov. 22, 2004

Participants: Directors

SA	Suzie Allard	sallard@UTK.EDU
DB	Denise Bedford	dbedford@worldbank.org
JB	Julia C. Blixrud	jblix@arl.org
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GMc	Gail McMillan	gailmac@vt.edu
JM	Joe Moxley	moxley@taa.usf.edu
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AP	Ana Pavani	apavani@fourier.lambda.ele.puc-rio.br
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Telephone Participants: Directors

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SR	Sharon Reeves	

Not Participating

Shalini R. Urs	shalini@VIDYANIDHI.ORG.IN>
Alex Byrne	Alex.Byrne@UTS.EDU.AU
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Telephone Participants: Guests

SD	Susanne Dobratz
PC	Priscilla Caplan
HG	Henry Gladney

EF convened the meeting, reviewed logistics for conference calls, and adjusted the agenda

Re Minutes of Kentucky meeting

Correction: Awards: Musicologist got position at FSU.

EV moved approval

DL seconded.

Hussein Suleman, South Africa, joined via conference call at 9 am.

Awards Committee report: Jude Edminster

Students received their awards from Adobe.

Question is how to advertise the award nominations and winners in time to participate in subsequent conferences.

JH Question of limiting award to NDLTD members. His opinion: have as broad participation as possible.

JL What publicity?

JH Council of Graduate Schools

JE NDLTD listserv is only mechanism so far.

JH Timeline: nominations by January, award by April

JM Open nominations to non-members

JL Agrees with motive to inspire membership.

JE: Awardees from closer to Australia will be more likely to attend.

JM If they can't attend, video as was presented at Kentucky would be very nice.

JH ProQuest will help advertise. Will ask Adobe to help also.

JL CNI will advertise also.

EV Do we have a champion at CGS?

JH We may have to purchase addresses from CGS.

JL Will graduate deans really be the ones to advertise this?

SC How about approaching newspapers

EV The Chronicle of Higher Education

JH Are there funds?

SC will help in UK, EM will help in Scandinavia

JB has a press release list

ML Adobe will help publicize the award.

EV The NDLTD needs a press release mechanism.

JB Milestones: re numbers of ETDs, awards, updates. 10 a year easily

EF: Would Suzie Allard chair a **PR Committee**

JM Second

EF Susan, Eva, Mike Looney, CJ will be members

EF PR committee will work with Awards committee

EV PR committee will establish a mechanism for press releases.

EF HS should be a member from South Africa. And this information needs to be added to the NDLTD web site: News

AP NDLTD news should link to international sites in other languages

VC We need to highlight winners in the Union Catalog but there is no mechanism yet.

EV Approval mechanism may be needed

SA Ordinary releases would not need to go through Board. Awards announcement can get out quicker without added approval.

EF PR committee can handle its work in general independently.

EV Executive committee should be involved in all releases

SA Approved in principle list will be developed.

EF Clipping service would be nice. Route information to SA/PR committee.

JH Awards certificates: he created them to accompany checks.

EF: The winners institutions need to be notified also: Provost, Dean, student's committee.

EF need procedures for acceptance of award e.g., conference attendance,

EV Need to get above addresses from the winners.

JL Winner could send a letter if on-site participation is not possible. They shouldn't have to make a financial commitment. They should get a letter with 3 options for conference participation: travel, video, letter.

Conference 2004 Report (Suzie Allard)

Contribution to NDLTD (none to Kentucky or Tennessee)

Suggestion: procedure may be needed for hosting a conference to get seed money. May help institutional hosts. Will go back to NDLTD after conference.

See handout. Some are lessons learned.

Highlights: call for papers, associations with lots of graduate students that advertised in their journals.

Review process. Program scheduling: limiting number of concurrent session so that there are fewer conflicts. Networking time is very important, personal time and introductions are important.

Registration fees: policies re waiving, for example. Conference chairs need flexibility, but the Board could suggest categories of participants to be waived. Developing countries need consideration. Joining and attending conference.

Discussion

Support for travel for conference participation: Berlin conference benefited from UNESCO support to eastern Europe and Africa. Ford Foundation supported some travelers from India to Kentucky. This meeting in DC benefited from SPARC IR conference the preceding week.

SA approached several agencies without success. It's a lot of extra work for conference chair.

DB World Bank is the largest development organization on the planet. Her technology group is not the one to approach, but the World Bank Institute and its economic dept. should be approached.

EF How?

DB First, approach VP in charge of those areas and see what they will do. There may be new leadership and the focus on a knowledge bank is questioned.

AP Organization of American States: Distance Learning person is from Argentina. It is very slow to respond so give them lots of lead time.

SA Contacted them but not with immediate results in mind.

DB Don't think only of the multilaterals. What about Food and Agriculture? International Labor Organization may be helpful.

VC In addition to external agencies, take a portion of NDLTD funds to offer scholarships

EM What about shorter, regional events? 1-2 day conference in Africa, for example. IFLA, for example, does this.

SA Are there departments at universities that may provide the staff to organize a conference. Perhaps in Communication [Studies?]

EF will work with DB it ID key people he can visit in Washington, DC. Sometimes people coming from outside the area will be more effective.

DB IADP?

HS Open Society

GMc Jean Claude Guedon has helpful contacts

EF **Finance Committee** could help with this, yes? Scott Eldredge agreed.

EM, PS, AP: South American, JISC may support for UK participants.

AP Spain's government helps other Spanish speaking former colonies to participate. They have agencies in these countries that culture and education.

10 am Priscilla Caplan, FCLA, joined via conference call.

PC discussed her white paper on digital preservation

Need to move from archiving (just keeping things safe) to active preservation strategies like emulation and migration and other fine techniques that are being experimented with. There are several activities currently underway such as DAITTS, confluence of interests.

EF NDLTD Web needs preservation page linked that includes PC's white page. She gave her approval.

There has also been discussion of next conference to have Preservation on the program. How else should we proceed? ProQuest, OCLC, Adobe

VC Fedora and UVa have a \$1 million grant from Mellon re IR development.

JL Has PC identified specific formats?

PC Her software doesn't have any other function that preservation (i.e., not format migration). They are building it to conform to OA model and Don Sawyer's group that wrote OAIS. Of the 6 services, only ingest has been written. This does most of the work (60%). Wants other university partners. Has one, wants others, within the next year. This will help to generalize services beyond Florida's needs. At point of completion, another class has to be written for each format (hierarchical Java). It's a focused and finite task so it's easier to distribute development and have a format library. 5 main formats (which have AIFS, PDF (and several versions), Wav, XML (and XML DTDs), and others.

VC Is it open source.

PC Yes. After work with a few partners is done this year. After all services are written, it will be open source. Have been discussing with DSpace.

EF Are their similar efforts elsewhere.

EM National Library of Sweden is also working on this. IR and NL.

TH OhioLink is purchasing a package. Records management packages say they will do anything.

JB Moving from storage to active preservation is more, e.g., migration strategies.

PC Built in format transformation.,

EM What does handle mean

PC See last reference of white paper. Once a format is identified that format class knows everything about the object and extract technical metadata, normalize itself, migrate itself, etc. Format migration, e.g., word start to word, more: record event information – digital provenance, etc. A system designed to handle preservation transformation has mechanisms to track and understand relationships.

JM Question: DAITTs is independent of state library system because of preservation. But each institution in Florida will develop its own IR.

PC That's correct. 10 universities with many systems for collecting and serving digital content. DSpace, object management systems, ContentDM, etc. Long-term preservation, however, can be handled by DAITTs.

PC At next conference could we present and garner support. Wants NDLTD Board to be aware of DAITTs. Use our leadership roles to further inform our constituencies.

EF Any organizational

DL Quotes from UMI are not from the best source. Contact Bill Savage for a better document.
wsavage@il.proquest.com

VC ARROW Australian repositories online to the world. He will send their white papers when he gets permission.

PC Wears many hats. Works with PREMIS to collect active repository systems. Implementation survey was one mechanism to keep database. Could NDLTD add something to its web site for links to preservation activities.

EF Could she extend her white paper, e.g., formats, or any other links.

PC Yes, and she add Bill Savages links to the UMI digital preservation work.

Break 10:30 Conference calls disconnected.

EF Where does preservation work fit within the NDLTD. Perhaps as a component of **Standards Committee** (Hickey chair) or **Implementation Committee** (Pavani chair)

EV Does the NDLTD want to appear to support an initiative by hosting a white paper. Is it endorsing?

SA Disclaimer re scholarly communication supported but not vetted by NDLTD.

EF Label it ongoing work relevant to ETDs.

EF Return to 2004 Conference/Allard

Scholarships: Who will be in charge to see that there is follow-through. It's too much for the conference chair.

EF What about **Finance Committee** getting involved in fund raising? To Scott.

SE Organization at BYU is involved in these in 3rd world countries. Didn't consult them.

EV re development and sponsorship committee discussed at the last meeting. Talked to a development professional who advised that hiring someone was the only way to get NDLTD Board/Committee participation.

JL It takes connections like Jean Claude Guedon had. We want to work with Denise because she has connections, etc. It takes an enormous amount of time to devote to this task.

EF Everyone on the Board should follow their own connections and pursue support for the NDLTD and conference participation. Do we take treasury dollars for this?

JL in favor of some thousands of dollars for scholarship funds.

SA would have been very helpful to get housing for award winners.

SE \$13,000 made at the Kentucky/Tennessee status. We must describe our relationship with the conferences for IRS purposes. Conference can donate funds.

JL plenty of non-profits run conferences and make money that feeds other parts of their budgets.

EF Others can run conferences.

SA Start a scholarship fund.

AP Let's consider how many scholarships we can support. Travel costs are very expensive for international travel. If you waive registration and provide lodging, it's still not enough.

VC VTLS has had a fixed dollar amount for scholarships to contribute towards expenses for participation.

JL Move that we approve in principle that we use a portion of moneys donated from previous years conferences for following year's conference .

EV Broaden that: is it really productive to bring in someone for such a short conference. Could we bring to develop an institutional depository.

AP Send someone to a region to train.

JM and ML echo concerns for getting best outcome from the expenditure.

TH A few hundred dollars for several people rather than \$3000 for one person would be better.

VC: registration, lodging, meals.

EM It's easier to get additional money at home if you get some seed money.

VC Motion: Establish a scholarship fund for ETD conferences and that we have an initial amount to get it started with modifications later

VC they will make presentations and benefit from participating.

DB question: re lead time for international participants.

SA Kentucky conference lost some participants, but she wrote letters and contacted embassies. Need lots of lead time. We did not pay all of anybody's expenses; provided hospitality, meals, conference registration. 8-9 participated at this level. They paid for airfare. She wrote letters to support. Ford Foundation supported Indian.

SA Second

No opposition.

SA How much flexibility does conference organizer have to set pricing structure, for example. Lower price for a better return.

GMc We want to support wide participation.

JL We want the NDLTD to make some money

SE didn't try to make a profit.

SA followed model of previous conference at Cal Tech

11 am Peter Schirnbacher and Susan Dobratz join via conference call

DINI-Certificate for Digital Repositories His presentation at the last conference in Kentucky. The basic idea of the certificate is quality control of repository. There are many in Germany and several within one institution. Requirements for a good repository. Could this be a guideline for NDLTD ETD repositories. Link from the NDLTD web site and discuss within this community.

EF Earlier decision to host white papers would allow us to add this paper.

SD 7 points for digital repository. Sometime different approaches are not compatible

5 university servers have been certified. Many other servers not certified for a variety of reasons, somewhat explains their lack of response to this Certification.

EF Is there a list?

SD will mail EF the address. All are in Germany, but Austria and Switzerland have expressed an interest.

EF Is there interest among the Board

EM Sweden is interested and will support and discuss later this week.

SA Would like to take to steering committee of U of Tenn. Digital Library.

EF They need to write an article for DLib magazine.

PS Suggests a column for white papers, guidelines for repositories. Wants to discuss if this is the correct criteria.

EF Repository section for the NDLTD web may be appropriate. Preservation

SD Preservation is a separate effort from this for repositories. These guidelines should promote a minimal level of standards.

EF Perhaps a section on optional activities could be included to better highlight preservation.

SD Brochure that would be supported by NDLTD, is this possible.

EF Reality check: few members would qualify. Important to consider this as part of our education mission.

EV We're still in the content building phase and anything that puts up barriers should be avoided. Quality won't matter without content.

SD Quality does matter. Brochure as guidelines to show the way

PS NDLTD **Technical Committee** was to discuss ETD Guide and realize a new version.

AP Technical Committee has a presentation about objectives and how to operate. There was not a clear direction for Implementation Committee. Goals are unclear. She will send it to him in a few hours.

EF **Standards Committee**/ Hickey chair; **Implementation Committee**/Pavani chairs. Certification may belong in the Standards Committee. We want members to be aware of benefits and how to strive for high standards.

PS Want guidelines to include certification. Use this paper for goals for a repository.

TH Likes the idea of quality and guidelines that haven't been addressed well.

EF Endorses goals of the paper but implementation is a question. Self assessment may be the way to go with this certification process.

EM, EV, JL etc. lots of agreement.

TH **Standards Committee** will be involved.

EM It will help people establishing repositories.

EF See DINI 4.2

AP Will help with software development

EF Could be helpful to companies and open source groups to self assess.

VC there is on the web a comparison of digital objects, European document.

PS Difficult to hear our discussions. Could Standards Committee send comments. Would change document.

GMc Draft at the next Board meeting for a Self Assessment document.

EF Yes, Thom will receive and collate.

PS and SD disconnected from conference call at 11:35 am.

Conference 2007: Fox nothing to report.
SC will investigate UK/Edinburgh hosting.

Regional conferences.

JL: Global (e.g., South Africa, UK, etc.) or within US-type regional conferences. Limited people-power.
What are our priorities?

EF NDLTD can join with other initiatives.

AP There have been lots of training initiatives in South America. Regional conferences are less expensive, participants have similar languages.

EV Train the trainers events could be sponsored by NDLTD.

AP That's what UNESCO has been doing.

EF Local participation is necessary if foreign speakers are to be really beneficial.

EV Minimal requirement is a Linux box with internet access.

AP Literature is sometimes not available in the regional participants languages.

JL We need to set a modest goal for 2005, have 1-2 event globally, 1-3 in the US. ACRL contact asked about teleconference events, 1-2 hours, audio and supporting web sites; distance education opportunities, 3 week modules. ETDs could be a topic. She'd be happy to pursue. She could suggest and ETD preconference at EDUCAUSE.

EF Little penetration in California.

JL She'll contact California Digital Library head.

GMc We need to be involved in Council of Graduate Schools and there are regional conferences as well as a CGS annual meeting.

ML EDUCAUSE breakfast was informative and had a good group of participants. Needs follow-up. The issue initially addressed, was who should be but isn't participating in the NDLTD.

JL Two groups: targeted implementing ETDs. Leadership meeting was more of the focus of Educause, and would be for CGS. Compatible but separate targets. Leadership was an invitational event. Other events are more professional development.

JE Could we sponsor a Special Interest Group?

JL Adobe promoted at Educause. Kim Douglas agreed to promote at Educause, but Library/IT interest group was suggested but this wasn't the best place.

SA For the type of people we were trying to reach, we were "pushing" information. SIGs are for a different group.

ML Educause group came because they were recruited. Need a target list, regional designs, who to go after and plan events for.

EM There are more conferences where open access is discussed. For researchers, not just librarians and technologies. Good for doctoral theses focus. She has been invited to participate in these, give presentations to discuss issues re ETDs.

SC They have been trying to speak to combined groups that have technical and legal participants.

JB Are those talks packaged so that others could use the information? This would be helpful.

SC They would be happy to put their slides online.

EF We haven't collected these in the past. HS will collect for the NDLTD website.

JL suggested that the JISC talks that Susan, Gail and she gave could be made available.

AP Keep them local so that they can be updated and kept current.

EF **Speakers bureau** would be effective and could grow out of presentations stored. How can we do this?

HS Suggested that **Public Relations Committee**.

GMc HS can send SA/PRC names of people who made presentations.

EF All Board members are part of the Speakers Bureau.

ML The types of meetings and regional conferences are different from a Public relations effort. Overall membership and programs are more in the realm of the **PRC**. **PRC** is about recruiting membership. SA will develop Speakers Bureau database.

EF Training is a separate issue. Regional Conferences are more for the leadership.

JL Educause preconference and ACRL online event are educational and professional development kinds of events and easier for her to work on. And we need to make decisions about leadership.

EV He volunteered to help in California.

EF Regional event to tie ETDs to will be pursued.

JH Will send another solicitation in preparation for upcoming conference. 20 participated in last conference. How can we break into NY and California.

JL has NY connections.

JB OCLC regional networks are looking for programs. She'll track down contacts.

ML Believes strongly in these events and targeting these institutions. Adobe will aid our efforts. Needs to include in planning efforts.

EF We've not yet dealt with the global efforts.

AP Claudio has an event that is UNESCO supported. Latin American regional conference could be held in IBICT Brazilian institute for science and technology, i.e., Brazilian ETDs that OCLC hosts. March 2006 may be a good time. Scholarship would be useful.

HS was asked about Africa. Interest in open access and institutional repositories has been active.

EF Perhaps you can find venues that can be tied to ETDs.

ML The notion of combining themes to get higher attendance and involvement. Repositories, DSpace, etc. have common interests that could be

SC Shalini is planning several opportunities in India. (SC will pursue more information from SU. TH says there is a website. In January 7-8.)

SA Like Asian digital library conference, the state science department funded at the national government level.

ML Adobe is looking more at Japan and Australia will be a good venue for them.

EV will be in Hong Kong in December. 120 people attending. Workshop between U of HK and Cal Tech.

JL Please take fliers and ETDs 2005 cards.

ML Get speakers on video so that snippets can be captured for others.

EV Provost at Claremont may have an interest ETDs.

Memorandum of Understanding between NDLTD and MERLOT

EF met with executive director who is interested in NDLTD collaboration. See Ed's email attachment.

JL LOR to disseminate lots of different modules for higher education. Began as a peer review for ejournals. Other than NSDL it is the biggest repository.

AP is an individual member. She was not very successful [using MERLOT web?].

JL has explored without trouble.

EF MERLOT has an annual conference. They would point to our collections.

Merlot: Jerry Hanley at CSU office of the Chancellor (at Long Beach). EF will work with him.

JL moves that we accept and sign MOU. Seconded by JM and EV.

JB Alert conference people. Merlot and NDLTD will give each other 2 complimentary registrations.

EV As a conference organizer, several few conference registration.

VC Who will represent NDLTD?

AP Where are the conferences. Main membership in US and Canada.

EF trying to move into the UK.

JM we need such a MOU with the Council of Graduate Schools.

GMc Board members should each approach their graduate school deans. Gail and Ed will talk to theirs.

EV says his won't. Scot? John Hagen?

Vote on MERLOT MOU. None opposed.

EV Regional conferences.
GMc SPARC IR was a good draw.
JL When someone else has done all the planning.
EV Would 50 people.

Finance Committee, Scott Eldredge

\$20,808.99 in the NDLTD treasury.
Get Scott's budget and membership.

JL sample letter for joining, but need to add a form that potential members could easily check and use to send in dues.

EF: HS and SE will provide this.

General agreement that all members should be sent a letter asking them to pay membership.

Cal Tech and Stockholm University should be listed and are not.

SA left over Adobe money should be added to next year's coffers.

SE Andrew White needs documentation on activities from last 3 years: What we did and why we did it.
And, documentation about relationship with Adobe.

Implementation Committee, Ana Pavani (This was presented but will be edited and submitted to the Board)

- Define attributes for the comparison of software (sw) solutions
 - Can build on existing (Open Society, DINI, etc.)
- Find available sw solutions (for all the steps of the workflow of ETDs from creation to publication)
- Identify characteristics of the sw solutions with respect to the attributes
 - Key characteristics.
 - Descriptions of attributes
 - EM will send additional comments.
- Identify groups that can (and are willing to) support the solutions
- Make the above info available to the NDLTD community and other institutions (NDLTD website)

Attributes

- Who developed the solution—status (student, institution, etc.), experience, commitment to future improvements, etc.
- Who uses the solution—number of users, success histories, known problems, etc.
- ETDs vs. general purpose dl
- ETD DL metadata set and workflow (if any) that are implemented
- ETD dl customized?
- OAI PMH?
 - Are they already in the Union Catalog?
- Languages
- Technology
- Support availability local and international
- Preservation component

Workflow

- Identify a solution—any member of NDLTD? Any board member of the NDLTD?

TH: Use a wiki with open participation

JB Needs an easily updated mechanism.

JL Implementation Committee should assess.

JM Open participation

EF Self assess and annually send PDF version for review so that we can be sure that there is some currency. Have both, link and submission. Implementation Committee should decide.

AP Local solutions are increasing.

- Contact Committee chair (member)
- Assign the solution to 1 or 2 members to examine and identify attributes vs. at5tribute set (chair)
- Examine and identify (committee members)
- Make the info available (chair sends the info to Webmaster)

EF **Implementation Committee** also needs to be proactive for current and future members implementation, have liaisons with other groups, id collaboration opportunities, explore joint opportunities (e.g., DSpace).

JL This is one part of implementation.

EM Knowing what software is being used in one's region would be helpful.

AP Regional customizations and specific languages used will be extremely helpful outside the US. Map what's going on.

EF Geographic interface would be a helpful display of the information. Self Assessment piece is also needed.

JM A Glossary is also needed.

Lunch break 1 – 2 pm at World Bank international cafeteria near-by

Institutional Repositories, Joan Lippincott

JL re Educause meeting with CIOs and Adobe ETDs. Volunteers to work with a small group to discuss ETDs and Institutional Repositories, perhaps a little broader topic. Doesn't want to conflict with Implementation Committee, e.g., languages. There are lots of choices.

AP in favor. ETDs are just one type of collection in IR. Learning objects are another. Some Latin American institutions have

EM NLS has also historical documents digitized. Different interface for scanned documents.

Discussion about IR (institutional repositories)

JL ETDs fit into open access as well as other initiatives. Convergence of trends. ETDs are low hanging fruit.

VC At Virginia Tech, ePortfolios handled in Information Technology.

JE ETDs are part of Bowling Green's ePortfolios initiative.

JL These are the kinds of things that could be part of the ND LTD's IR web. She will coordinate and have a web site well before Australian conference.

AP has papers that could be included.

JL will put out a call to the Board listserv.

EM We could have an internal wiki for this work to contribute information before it becomes publish.

JL Policies are needed so that workflow can change. A campus needs knowledgeable people aware of the issues as well as the technology.

EF ETD Guide is three years old. Institutional Repositories need to be included. Asked Joe Moxley to take on the revision.

JM Should use the wiki model where people could go and revise their sections.

AP Do we have any use statistics.

JM Will ask his systems administrator for these.

EF Whatever the statistics tell us, we need to make this kind of information available. There are sections for various constituencies. It presents a snap shot of procedures at that point in time.

GMc Sharon Reeves did a summary for Canadian institutions that could be used as an intro or overview.

EF IR is a glaring piece of missing information.

Board agreed that it needs to be revised.

JM Wiki structure is a smart way.

EF **Implementation Committee** should work on this matter. JM should spend no more than one day developing the wiki for this purpose.

EV Most universities have a local guide and they could point to the NDLTD Guide.

JM ETD Blog. 3000 users for his writing blog and this software could work for an ETD blog. Graduate Students could blog about their research practices. Nothing has happened yet, but it may be a way to help graduate students not feel the social isolation that occurs among many students, 50% of who never finish their dissertations. [There is a phdblogs website.] [JM showed his writing blog website also.]

EF asked JM to send link information to HS.

EV, AP, GMc met with Amy V/Scirus and Elsevier at SPARC IR conference last week re ETD searching
EF They want the NDLTD Union Catalog to build a search service specifically for ETDs. Wants to do a MOU with Scirus.

TH We can give them the harvested metadata, but they would be on their own to download, index, etc.
We want to be open and get the NDLTD and ETDs known so we should support them.

EF We can encourage their providing this service.

Stipulations: We want statistical reporting for each institution and NDLTD.

EV Let's be broad and work with Google, Scirus, etc. rather than make an agreements as we're approached.

TH Has a Google contact. (EV does also.) Google would not be interested in a MOU if they don't have to limit to ETDs by institution.

EV Google use DP9?

JW Would this be a selling feature for the NDLTD?

EF It's not just for scientific information as their information says.

Delphine Lewis departed for airport circa 2 pm

Identifiers, Eric Van de Velde

EV \$250/yr member of CrossRef. Shalini Urs offered to administer DOIs (graduate student, pilot, etc.).
There must be a revenue stream. Circa \$.75/DOI plus administrative fee. CrossRef may be interested in reducing their load by having others like SU administer DOIs.

EM ERPA net training seminar about persistent DOIs. There were several schemes evaluated. Digital Curation Center at UK. NLS uses URN, national bibliographic number, at no cost. Maintained and located and harvested locally.

EV If we want to deal with DOIs at some point, we have to start somewhere. This would be a place to start for as little as \$250.

TH It's cheap enough to go ahead. We could do almost as well with PURLs and other free systems. Do DOIs give you added benefit? This, however, will get us doing something.

EM They have found DOI very expensive to do and maintain.

EV Yes, must maintain metadata also.

TH would be glad to work in parallel with SU.

[general discussion]

EF: motion to approve \$250 and get a business model with institutions that will participate.
JL not just a business model. Find institutions that will be in the pilot. Texas, Ohio St, etc.

Digital Preservation, Henry Gladney (conference call guest participant)

Prologue: Summary: all re digital libraries. Only problems from technology change and peoples (individuals and culturally) memories are finite. Summarized his paper and highlighted points at 1.1. In theory all can be accomplished.

“Principles for Digital Preservation” by H.M. Gladney, 5 Nov. 2004

“We request the most searching critical examination readers can provide of the work described, and communication of their views concerning any errors and omissions. We would be happy with either private or public communication, but prefer public critiques. “Getting it right” is too important for anything short of complete transparency.” (p.10)

JE Question re Duranti quote, is it possible? HG: Yes, will discuss further offline.

VC Version control question. HG: end user is infrequently mentioned in preservation discussion.

EV Focus is only on documents yet to be produced. HG: yes, because there are more of them.

HG Please provide feedback on understanding of the document and whether they agree or disagree.

Scott Eldredge departed for airport circa 3 pm.

ETDs 2005, Tony Cargnelutti (conference call participant)

Will try to get a 1/2 stream on preservation issues at the conference.

Just about ready to call for papers. Just approved contents to web site. Marketing plan approved.

Sponsorship approved. Adobe, ProQuest, Exlibris are already providing sponsorship.

Accommodation finalized. Web site fleshed out. **Program Committee** in place. A company with lots of experience in higher education is running the conference. Has a good list of keynote speakers; good many are international.

GMc: Conference hotel? TC: number of options, close to university and downtown.

EV fliers? TC: coming soon. He'll distribute conference materials for anyone who requests them.

EF Send a PowerPoint slide we can all use in our presentations.

TC Will get sign off at tomorrow's meeting in Sydney.

TC to SE: ADT dues, it's coming.

ADT program, TC

Expanding metadata repository through supplemental funding, by first quarter of next year. Fully OAI PMH compliant. Will be easy to extract ETDs while others will be non-e TDs for all Australia. One central metadata repository open to all and harvestable.

EH As chair of the conference committee, Sharon hasn't called in yet. Her 2006 proposal.

TC Sounds fine but hasn't seen it yet.

Adobe, Mike Looney

Please send presentation to Gail.

Recap to 2003 objectives: business and marketing perspective: increase awareness and membership in NDLTD and numbers of ETDs. Tried to maximize resources for best results.

2005 focus

New strategic NDLTD members:

Help acquire important institutions (producers of large numbers of ETDs)

Promote member success: demonstrate power of ETDs, NDTLD tools
Etc.

Regional NA ETD seminars

Showcase sites

Deploy Ohio State University ETD Tutorial. 5 parts to create an ETD. Ready to market.

JE Were any usability studies done?

Adobe will continue to support conference recognition awards and NDLTD web site.

EF Self assessment sites: use this as one standard for showcase sites.

JE Asked about beginning an ETD in PDF rather than Word conversion.

ML This is a standalone tutorial that will be broadly marketed and easily available. No proprietary interests.

EF We will link from NDLTD. Grateful for partnership with Adobe.

ETDs 2006 Canada, Sharon Reeves (conference call participant)

Highlights for proposal and local support

Program Committee, Sharon would be a member. Hired conference facilitator would handle the logistics that she sent the URL so we could see their work.

Sharon Reeves agreed to be the conference chair.

JL. Does key person at Laval (potential host institution for ETDs 2006) understand the financial commitment on behalf of HIS university?

SR Yes, he understands and his university is able

Guy Teasdale is the local Laval University person. SR will ask him to provide more budget information and a planning committee. Board volunteers include Gail, John, Suzie, Jude, Ana, Joan.

NDLTD Board supports having the conference at Laval University in Quebec in 2006.

JM What are the dates?

SR Early June. Expects lots of Canadian participation.

TC 9/27/05 NDLTD Board meeting.

Next meeting of the NDLTD Board of Directors: EF asked if CNI task force meeting could be simultaneous.

JL Not great but could do it. April 4-5, CNI. April 6 NDLTD? Wed.

At ARL offices would work and be less expensive.

EF could do ETD presentation at CNI

EF Thanks to DB and World Bank for hosting us.

DB \$.24/minute for conference calls.

DB: Would like to try to get two other groups from the World Bank to participate that would connect us to the regions.

Adjoined at 4:15 pm

TH re union catalog and standards will be emailed to the board