

# NETWORKED DIGITAL LIBRARY OF THESES AND DISSERTATIONS

**Board of Directors Meeting**  
**World Bank, Washington, DC**  
**January 21, 2008**



Handouts and URLs/links are in blue. All but financial reports are online at <http://scholar.lib.vt.edu/theses/NDLTD/NDLTD20080121BoD/>

Attendees (13): Suzie Allard, Denise Bedford, Julia Blixrud, Susan Copeland, Jude Edminster, Ed Fox (Director), John Hagen, Thom Hickey, Joan Lippincott, Gail McMillan (Secretary), Ana Pavani, Sharon Reeves, Eric Van de Velde  
Teleconference participants (4): William Clark, Tony Carngnelutti, Samson Soong, Hussein Suleman,  
Absent: Jose Borbinha, Vinod Chachra, Austin McLean, Joe Moxley, Eva Muller, Peter Schirmbacher, Shilini Urs, Ellen Wagner, Ziaolin Zhang

HS called in at 9:10 am. Quorum.

EF: Welcome. Review and approve minutes of June 13, 2007

JH moved, SA 2<sup>nd</sup>. All in favor of minutes with minor corrections. [[NDLTDBoDMinutes20070613.pdf](#)]

## **Deposit of conference papers on NDLTD portal (Pavani)**

AP: Let's have just one place to find all papers.

JH: HS has some at the NDLTD web site.

HS: All e-copies should be linked from NDLTD web site.

## **Preservation (McMillan): Results of survey and potential service provider role for NDLTD with the MetaArchive Cooperative - [PreservationSummaryReNDLTD20080117.pdf](#)**

GMc: [Reviewed NDLTD responses to online preservation survey conducted by the VT Digital Library and Archives (<http://lumiere.lib.vt.edu/surveys/>) for MetaArchive Cooperative and sponsored by the NDLTD BoD.

SR: Membership benefit.

EV: Cal Tech will join LOCKSS.

TH: As sure as any preservation can be.

EV: Cal Tech library has over 30% of all their theses scanned. 100% within a few years.

EF: Summarized discussion. Board wants preservation for ETDs. Coordinating body for support, sustainability, administration is MetaArchive Coop. A number of institutions are already interested in this. There needs to be encouragement, advertise for participation. There may be sites that can't do it themselves and will need assistance.

EV: LOCKSS is easier than running an IR.

JE: Accessibility is important.

AP: Access ETDs only locally. Institutions need to understand that the bits are preserved, not the presentation.

SA: What is the NDLTD Board of Director's obligation in endorsing?

GMc: Minimal.

JL: A member would supply the server, etc.

GMc: Yes, like NDLTD does for its web site.

JE: Open access should be a stipulation of NDLTD sponsorship in a preservation plan.

GMc: Require that preservation partners have a means of providing access.

TH/JL: VT is the operationalizer for NDLTD preservation node.  
JB: Discount for NDLTD members. BD member liaison to MetaArchive.  
JL: Support institutions joining MetaArchive.  
EF: Motion for LOCKSS approach as a preservation strategy for ETDs, GMc liaison to MetaArchive.  
NDLTD will support members who wish to participate.  
JL moved. JE 2<sup>nd</sup>. Unanimous in favor.  
EV: ETD-db could be link to preservation node.

SS joined via Skype. WC joined at 10:10 am. Both with voice.

### **OAI ORE (Open Archives Initiative Open Exchange and Reuse) and its impact (Hickey)**

TH: From Herbert Van de Sompel re packaging complex documents. Of interest to us for ETDs that may be multiple files. TH/OCLC has someone on the working group. They hope to have a version ready this year for public comment.  
SR: Data model will be presented in early March [at Johns Hopkins University].  
TH: OCLC is not going to implement early right now. Things are a little tight.  
SR: LAC (Library and Archives of Canada) is interested for ETDs and its other digital collections, multi format documents.  
EV: Also has someone going from Cal Tech  
JL: CNI is a sponsor.  
EF: Someone should present on this at the 2008 ETD conference.  
EV: Could be a source for an invited speaker.  
EF: van de Sample would be good. Requested that Susan Copeland to invite him to keynote ETDs2008.

### **Open metadata for harvesting (Pavani)**

AP: Many more are available than are being harvested. For example, Chile is available.  
TH: They haven't sent necessary information.  
AP: Will contact Chile and TH will follow-up on harvesting.

### **NDLTD and institutional repository activities (Fox)**

EF: Since Aberdeen, lets do something in the US.  
JH: Doesn't know if anything is on the agenda for the Ohio conference.  
JL: Adobe has driven some of the previous workshops. We should let it be driven by demand. Is there an expressed need?  
EF: We are not necessarily well known. We're growing slowly.  
TH: 50% increase in harvested ETD metadata in the last year.  
EF: We're still lacking participants from Asia, Russia.

JL: SE is interested in being treasurer. Needs funding to attend Board of Directors meetings.

GMc: Bylaw issue needs to be addressed re not using NDLTD funds for Board members.

DB: Distributed SE's Treasurer's Report.

EF: Discussed. We are close to planned expenses. See Austin McLean's (AMc) questions. Motion to engage SE as financial officer (with AMC remaining NDLTD Treasurer)?

Treasurer's issues re bank account/accountant (AMc's 1/7/08 email)

- Bank Account: Currently the NDLTD account is at BYU. Need to move account to commercial Bank or another institutional account (Virginia Tech?), unless keeping account at BYU is an option. (Is holding account at World Bank an option?) ProQuest cannot take in \$\$ and Pay \$\$ related to NDLTD like BYU is able to do. If a commercial bank is to be used, should local Ann Arbor branch be used to be convenient to where Austin is located? What happens when Austin's term as treasurer concludes – will bank account need to be moved as Treasurer position changes from person to person?

- Accountant: Currently Scott uses an accountant near his office. Austin interviewed 3 accounting firms in Ann Arbor. None wanted NDLTD business for a variety of reasons (one accountant does not work with non-profits, another wants only large accounts, etc.) Can current Accountant for NDLTD continue to be employed? Are there any issues related to working long distance with current accountant?

SR: Moved that SE be a financial officer. SA 2<sup>nd</sup>. All in favor.

EV: AMc could continue as treasurer. We, therefore, approve paying travel expenses for SE to Board meetings.

JL: This means that \$38,000 is close to the correct figure.

EF: Treasurer and financial office should submit 2007/08 budget, correct dates for current report.

### **Enriching the searchability of ETDs (Bedford)**

DB: Re pushing content to the World Bank (WB), which has tool that programmatically generates metadata for WB reports etc. See <http://imagebank.worldbank.org>. Internal documents. 60-70,000 in this system now. 4.9 million internal docs.

- WB wants to grab ETDs, classify, and personalize the content. What is the match between ETDS and the interests of the World Bank? Increased awareness within WB with content of ETDs.
- WB's classification system (like LESH), not a hierarchy but consistent across terms. Oracle tables. French and Spanish versions are just beginning.
- All documents are processed now. 30 topics, 800 subtopics.
- See handout for NDLTD context. More health and medicine ETDs that are less in line with the WB's work, based on her Scirus NDLTD search. ETDs are more generic or topics too academic.
- To promote ETD use within the World Bank, generating richer metadata could work if we used the WB's technologies like its ImageBank documents (Teragram). High quality classification.

JH: Would WB share with NDLTD?

DB: WB would process for NDLTD. Would get metadata that is WB oriented and syndicate it. It would use ETD for processing but would not "keep" it. NDLTD union catalog could have enriched metadata, as could the home institutions. Might be an option. Also WB generates a mini-MARC record. This is an idea she's putting on the table.

JE: Would like to see examples. DB could show in her office today.

JH: When could you provide this?

DB: Processed 40,000 PDFs/day. Still needs to define profiles. WB would generate XML. Has profiles also for countries and regions.

EF: Could other classification systems be combined with the WB system?

DB: Science and technology as a topic may not contain specific enough subtopics (e.g., for physics). Uses 150 documents to develop a profile.

DB: Syndicating the content (i.e., make it known to those who need to know. More than making ETDs available and hoping users will find them). Personalization. Making WB resources that can be brought to the attention of WB personnel who need to know where the research is going on that is relevant to the WB's work. WB personnel haven't been using ETDs though this is where much of the cutting edge research is initially available.

GMc: Are there push technologies that would inform WB personnel when a new ETD on-topic is available?

DB: Eileen Morris, enterprise architect, wants to develop personnel profiles so that new information could be made known.

### **Regional US conferences and Appalachian Regional Consortium (Hagen)**

[See <http://www.oetda.org/meetings/upcoming.html>]

JH: WC and GMc are on the program for the Ohio ETD meeting.

EF: Question re CGS.

WC is no longer in the Ohio State Graduate School so has fewer connections. Simpler and more prevalent means of making ETDs available. NDLTD needs to work harder to make itself known. Keep pressing on CGS.

GMc: NDLTD needs a liaison to CGS.

WC: ProQuest rep is prominent. Suggested GMc ask about a CGS representative at Ohio meeting in March.

### **Committee Reports**

**Awards Committee (Hagen) -- [2008AwardsNominationAnnouncement.pdf](#), [SCIRUS\\_ETDAwards200801.pdf](#)**

JH: \$2-500 from NDLTD to contribute to producing medals (commemorative medallions)

JL: Why do they want these funds, when they are contributing \$5000?

JH: Will go back to Scirus, but would support financially if necessary.

JE: Question re language: "monitoring" in handout.

JH: Awards committee pulled out top 20, so looked at individual ETD authors (e.g., not corporate overlaid accesses). We are ensuring fairness and that \$5000 is dolled out appropriately.

JE: We can ensure

JH: Now are 80% sci and 20% hum/soc sci. PR is also a possibility including articles about Scirus ETD.

SA: Originally they offered 5000 euros, not dollars.

EF: Approve in principle awards arrangement with Scirus and NDLTD. We want 10 awards, not up to 10. Both Scirus and NDLTD are encouraged to maximize publicity as a result of this activity.

EV: Digital certificates would be appropriate also.

EF: Award committee will work with website manager to make these prominent.

SC: Question re "best" ETDs. Especially since Adobe also awards.

SR: Scirus is about accesses.

BoD: Recommends: Wording should be top or most accessed.

JH: Innovation and Leadership awards are sponsored by Adobe. SE has received \$5000 for these. If it is more will NDLTD make up the balance?

GMc: Let's set a maximum. Up to \$2500.

JH: HS will add to NDLTD web site within a day or two.

EF: Question for PR: Mail these to each graduate school, along with membership form.

SA: Will do. EV will help.

JL: Supports financial support. Committee chair should propose to Adobe that they increase their funding so that NDLTD doesn't have to pay out its resources.

SC: Need international coverage also.

SR: Relationship with Adobe is sometimes strained; we need to foster good relationship. It is good for both Adobe and NDLTD.

JE: Question re announcements of awards and their home institutions is also important.

SA: Let's change dates for 2 awards so they aren't the same for one announce and one application: both March 1.

### **SR presentations: Conference Standing Committee Report --**

[ConferenceCommitteeMission200801.pdf](#), [TravelSupportGuidelines.pdf](#)

Travel grants. See #3 and #4 in handout. Equally distribute across developing countries and an individual can receive only one award. Therefore, need to communicate this to symposia organizers. Made a list of travel grant recipients from 2006 and 2007. Therefore, she needs the information from each symposium to have an accurate list. She has a list for SC and the Aberdeen conference. There is also a confidentiality and privacy issue with this list. She is respectful of this and will be careful about sharing it.

ETD Handbook and wiki. Wiki has been unstable. It was gone and Joe Moxley had to bring it back from wikibooks. (EF that was unintentional). Does USF have trouble keeping the server up? No password required. She created a page for the Conference Committee and put 3 documents: mission/charge, travel support guidelines, and handbook. Since the HB is 27 pp, it needs to be a separate document but available to any conference organizer to update it.

EF: Requested HS maintain and establish a wiki for the NDLTD

HS: Is this necessary when there is a new content management system? No. Will work with SR to make it available there.

SS signed-off about 11:30 am EST.

SR: Will communicate with HS and wait until NDLTD website is ready for it.

SR: Will post 2010 conference host bid. 2.5 years may be a good period for planning.

SR: Got financial support for simultaneous translation at ETD 2006 from Library and Archives Canada. The British Library may support ETD 2008.

**Symposium (i.e., Conference) Committee (Reeves) -- [ConferenceCommitteereport200801.pdf](#)  
Bid to Host ETD XXXX – [Bid2HostETDSymposium\\_ver5.pdf](#)**

SR: How to get *Handbook on How to Plan an ETD Symposium* into NDLTD wiki - [How2PlanETDSymposium200801.pdf](#)

Applause for SR and the Conference and Awards Committees that have done extensive work on documentation and processes. We are so grateful!

**Development Committee (Hagen):** no report

**Finance Committee (McLean):** see earlier notes

**Implementation Committee (Hagen):** no report

**Symposium 2007: Emails from Eva Müller -- [MullerConf2007Report.pdf](#)** (Awaiting English financials)

SR: Very difficult to get reports from travel grant recipients. Uppsala (conference organizer) was responsible for follow-up. Got 3 and forwarded to SR.

SA: Need to have a little checklist of information to gather while at the conference. Suggested giving each recipient a mentor from the Board of Directors.

SC: Newcomers session could be required and a means of handing out the checklist.

JL: Would be good for OSI to know that we are concerned about the process

EF: We need to take responsibility for these reports.

SR: There should be a check-in point for Travel grant recipients, at registration desk

GMc: Nametags could designate Travel Grant Awardees so BoD could look for them and be helpful.

SR: Sometimes funds come in too late to support participants.

SA: We need a process for the local committee to follow. Make it simpler for the organizing committee. Awardees could also report on the check-list/worksheet so that we could at least get a short report before they leave, though we want a longer digital document submitted subsequent to the conference. Include in their conference packets.

SR: Local committee selects recipients.

**SC re 2008 symposia.** See also <http://www.rgu.ac.uk/etd/home/>

SR: SC needs to request financial support ASAP.

SC: Question re finances: NDLTD travel grants?

SR: Last year was first time NDLTD provided \$10,000. Prior to that it provided \$5,000.

EF: Let's commit to \$5,000 until we have a budget for next year.

SR: Yes, a good basic level commitment. If we can do more, great.

TH: Yes, that's a third of our budget.

SC: Local committee determines lodging, etc.

JH: Will add info re award winners can apply for travel grants to have their attendance supported at the conference. Adobe and Scirus will be approached.

SC: Levels of sponsorship available: Bronze, silver and gold and platinum. [£ = British pounds]

- Bronze 500£
- Silver 2,000£
- Gold 5,000£
- Platinum 10,000£

SC: Adobe and Scirus: logos and descriptions will be included. (JH will contact Steven Cawley at Scirus).

SR: SC should contact Ellen Wagner, Adobe rep on NDLTD Board of Directors. Adobe Canada was not helpful to SR.

SC: Additional money for sponsorship? Has also spoken to JISC and SPARC Europe. Other suggestions: John McColl is the European representative to RLG programs. They are looking for PR.

SR: She got British Library support, not cash but translations for ETDs 2006 conference.

EF: Wellcome Trust.

JL: Good idea.

SC: World Bank? Offer Friday morning sessions for sponsors.

EV: Posters, lunchroom.

GMc: Ask them to introduce sessions and give them 5 minutes to promote their products.

Dates and timing: Board meeting all day Tuesday, June 3. Perhaps subcommittees first and then full committee.

**Wednesday, June 4:** 3 preconferences at no extra charge. 9am – 12pm

- Preservation: GMc and Martin Halbert
- European ETD group: Guide and DART Europe to combine
- Newcomers: new to conference or new to ETDs? JH: new to ETDs.

SR: Laval feedback: participants expected more basic information on how to start ETD initiatives. Too high level and too fast.

What kind of room? Lecture or tables to work at.

GMc: Intimate classroom settings better for Q&A.

Let SC know what you need.

SR continued conference planning to date:

Wednesday after lunch: Sessions begin.

Wednesday night: Bus people to Aberdeen. Council is arranging a reception at the Beach Ballroom.

Informal eat, drink, chat. Welcome from Aberdeen official.

Just after lunch: RGU welcome, EF welcome from NDLTD

**Thursday, June 5:** Standard format. 3 simultaneous strands.

Thursday evening: conference dinner, included in fees. Ardu House. (Bus people to hotels to freshen up and then to dinner).

**Friday, June 6:** Go through 'til 5 pm. Awards?

SR: Combine with lunch.

JL: Video capability?

SC: Just before would be best.

SR: Announcement for 2009 conference at closing session on Friday.

SR: Speakers: 3 keynotes: Paul Aris, U College London. Chair of European libraries group.

#2: Dean who speaks for academic side.

#3: US speaker: Herbert von de Somple will be invited (top priority). EV will speak to him first.  
**Saturday, June 7:** optional tours.  
SC: Web pages just about ready--By Friday information. Charles Greenberg: set up a conference blog.

**Web Report (Suleman)** -- [SoAfricaAndWebSuleman200801.pdf](#) and [sample.gif](#)

HS: South Africa report: see handout. NDLTD Web: see handout. Has student in the middle of overhauling the web site. Draft should be ready in 2-3 weeks.

**JH: Any streaming video applications for awards?**

**HS: It's on his to do list.**

AP: Some documents on website. DSpace for conference papers. Can we index the documents so we can find those available from the repository?

EF: It's hard to find the latest version of the metadata standards. We need a better way to search and retrieve.

**EF: AP and HS will discuss.**

**HS: Will discuss support at next board meeting.**

**EF: Get in touch with financial officer (i.e., Eldredge).**

HS: Anything to add to handout? Data curation conference is in the forefront now. Preservation Question from EF. Various LOCKSS experiments. Preservation is not the highest item on the agenda. Pretty high up—next 6 months.

**JH: Could you consider for 2010 conference host?**

**HS: Doable, if no clash with soccer world cup.**

12:15 pm lunch break. HS will not return.

1:40 pm resumed meeting with UPitt video promotional. WC joined.

**2009 Conference (Hagen)** -- [ETD2009PittWVUPromoHandout2.pdf](#)

JH: Is working with Rush Miller, UP Lib director, and Amy Knapp, UP Librarian.

3-400 people is the goal for the 2009 conference. IR is main theme.

Warhol Museum is a possibility for conference dinner, one of several places under consideration

Hotel across from campus. Cathedral of Learning—2<sup>nd</sup> tallest structure for higher ed. International appeal.

June 10-13, 2009: close to ALA annual conference so international travelers will find ETD conference convenient.

TC Skype access at 1:45 pm EST. Lost Skype w/TC. He telephoned. 1:50 pm

**Membership Committee (Van de Velde)** -- [NDLTD\\_members.xls.pdf](#)

See handout of current and past members

There are 46 current including several new members. Long list of 2006 members didn't renew. Haven't yet sent reminder notices, was waiting for transition of treasurer but since SE will continue as financial officer will resume.

AP: Invoice was mailed to SE when she was at Uppsala last June. She will check again.

EV: Follow up between EV and SE can be confusing. This needs to be clarified. Would Scott agree to be membership officer too?

JB: Who gets invoices?

EV: Every year this can be an issue for some institutions.

TC: Sound has improved on phone call.

SE: Is joining Skype at 1:55 pm

SA: Did an analysis of memberships. 71 members last time. Trend: in 2004 we incorporated. We had 189 university institutions as members. When we phased out these affiliates/free. 166 member about 06/06. Dropped considerably since then. Not collecting dues? Benefits of membership unknown? Since it isn't free, we've had the major changes. Concerned about who is dropping out. [Tennessee should be listed because they paid. Where's ProQuest? We have several new ones. Older members have dropped their memberships. She's calling this to our attention. Many US universities have dropped but we haven't had a conference here in ages.

JE: Her University, Bowling Green, felt it didn't need the NDLTD any longer. Received but didn't pay 2<sup>nd</sup> invoice.

GMc: At VT Grad school and library initially shared the expense, alternating paying each year. Now library covers with other standing memberships.

SA: UT had a daylong workshop on ETDs. Never mentioned NDLTD. UT library had a shake up so they weren't part of this workshop.

WC: Every campus needs an ETD champion. When he was at the Grad School, no one has taken ownership at his institution.

EV: Person to receive invoice is not necessarily the liaison from a university.

SE: Is on the line with TC and WC at 2 pm

EF: We've been brainstorming about causes for dropping membership, ways to retain, member benefits, what aren't we doing, ways to deal with the fact that our field is maturing and in transition. Membership Committee will develop a plan after this.

JB: What are membership benefits?

SR: Reduce conference fees

SC: 25% reduction for members. Significant if several people from one institution

JH: Archiving service for ETDs

SR: Ability to participate on NDLTD Board and to chair a committee.

JB: Important if the institution is a member to promote ETDs. This spring ACRL will have an ETD page in *C&RL News*. Can get 3 additional sentence. Library support for research will mention ETDs in ARL spring program. We could make information available at that time.

SA: What would make a library want to join? Help set direction of NDLTD and ETDs.

SR: Represents Canadian Universities. She tries to keep Canadian issues up front and relay information back to them.

TH: OCLC is not a member. Committee chairs must be members but not NDLTD Board of Directors. Harvests any institutions ETD metadata. It benefits the world, but not necessarily membership.

EF: We provided services to the world and NDLTD members support these services beyond their institutions' ETDs. Anybody who has ETDs will benefit from joining. Some join to get their institutions started: networking support, guidance, help. Crossing the chasm in the start up phase.

GMc: Early days we dealt with publisher issues.

JH: After Uppsala conference, Murray Rust quit AES (Audio Engineering Society) because it wasn't open access.

WC: *Journal of Microbiology* was a problem on the Ohio campus.

EF: List of issues.

JH: Cincinnati campus had list of publishers' issues.

SR: SHERPA/ROMEO maintains a link to publishers' policies.

EF: We need to update our list of players.

SA: We need to position ourselves so that we stay relevant. NDLTD is more than ETDs: we marry policy and practice. OAI implementation happened at UT because of ETDs.

JB: World Bank wanting to push out ETDs for their personnel.

EV: XML DTD would be an international service.

SA: Package NDLTD as an innovation engine  
AP: Members can participate in decisions.  
SC: Central body that international organizations can join to know what is going on. This is the only place for that.  
EV: XML ETDs would be a big step forward. Cal Tech wants this to be the standard, not PDF.  
SA: We have a track record for new ideas that have lead to implementations.  
JE: It's a link to best practices.  
SR: And new trends  
SA: NDLTD helps bring theory into practice.

SIDEBAR: EF Question SE to be financial officer to prepare budgets and reports.  
EV: Part of the deal is that NDLTD would pay conference travel. Put together a membership database.  
SE: Would be happy to do that with Eric. Will work harder to get and maintain information on who has paid dues. Many haven't been invoiced.

WC: One possible approach is to go from top down. Send flier to university presidents and provosts who automatically pass it along to GS and Library deans.  
JE: Problem is keeping members too.  
EF: R&R: Recruiting and Retention committee at VT. NDLTD needs this.  
SC: How do we contact countries that don't have representatives on the Board of Directors?  
EF: 2 levels of discussion. We need information about people at each institution—who is involved, local politics and responsibilities.  
JE: E-newsletter to all past and present members.  
JB: Talk about latest ETD.  
DB: Helps build communities.  
JE: Would begin the enewsletter of ETDs.  
AP: Has a system of news bulletins.  
GMc: Need to maintain communication with NDLTD members.  
EF: Target groups with different needs. Invoices. One for continuing membership. Another for New Members. Another for previous Members to rejoin. 3 letters. Present case in each letter. Use the letter to promote benefits of membership.  
JH: Board members need to take responsibility.  
SE: Will contact UPitt that hasn't paid yet, and Elsevier, Ellen re Adobe, and Austin re ProQuest.  
AP: The main problem is that the service is free. Metadata harvesting.  
SR: Surprised at Canadian membership.

EV: Skype is frustrating, constantly dropping.

EF: Question for TC re ADT dropping membership.  
TC: Doesn't really know since he's no longer at UNSW. Janice Rickard has moved on (within University) also. Didn't she nominate someone to replace her? Doesn't know why not. Peter Green took over from TC and is on long leave. Should be back by early February and TC will follow up with PG to try and get ADT back on the NDLTD Board of Directors. ADT had a meeting in July on its future.

EF to SE: It's really important that we have information on memberships.  
SA: Will help organize this discussion into an interesting story.  
SA: At last Board meeting money was available for student but it hasn't been used yet. Has thought about over all plan, e.g. relevance into the future. We need case studies to build the story from all over the world. What has happened with ETDs? Articulate this from many points of view. She has mapped it out. Technological implementation we have helped. Stories about places where ETDs move institutions forward in some way, e.g., IR.  
AP: Spin offs from ETD initiatives. Very important.

SA: We don't have a concrete, over all media plan. She'd like ideas about other issues to articulate. Need to (1) create prestige and (2) highlight benefits. She will ask for ETD money for an hourly wage student.

JH: Promotional about international visitor to WVU re ETDs is an example of the story we can promote in case studies. He extended invitations at ETD conference. Attendees responded.

EV: University of Zimbabwe wants to become a member, wants to pay with UNESCO coupons. How can we accept these and receive funds.

TH: Could the World Bank help?

JH: UNESCO started the travel grant program.

AP: Could they be used for travel grants from Africa?

SE: Received a wire transfer for \$75 from National Research Foundation.

SR: Thinks it came from South Africa re Daisy S. (see HS's notes re her.)

DB: Will see if they can be converted to another currency.

AP: They may sell them in Brazil and exchange them.

EV: Has more information now and will work on this issue.

EF: SA's encouragement: Case studies are important. Good for news service. Something for library, for graduate schools, for students, etc.

Who should do it: Adobe, Scirus, Ohio, VT, UST Hong Kong, Humboldt, VTLS OCLC LAC ARL [and more] what has happened with ETDs at these places: What technology issues? What growth of the collection. Has the backlog been ordered, e.g. has some one received an award. What outreach activities? What publications re ETDs? What news stories?

EV: Has an RSS feed for his campus and this would be an appropriate place for these scenarios.

EF: We could do an ETD feed. As these are contributed then go out on a feed and labeled appropriately. Let's publicize what OCLC has done, for example.

EV: Feedback was very good from ETD feed.

EF: Who: EV, SA, JE, AP,

AP: Latin American has 112 ETD projects, only 3 are NDLTD members. Target them for NDLTD membership.

EF: Pay 1 cent for every ETD added to the catalog. Pay by waiving membership fees for new members.

JL: US universities don't need that incentive. Need contact person to receive invoices.

AP: \$100 in Latin America is not significant.

SR: Consistent invoicing project. Every year at the same time. Follow up when contacts change.

AP: Latin America: not money now who's going to pay. ETD services are one aspect. People think they don't have anything to contribute. How could they possibly help the NDLTD movement? Most don't speak English.

DB: We've been talking about the supply side. How do we get the store of dissertations, of people who have joined? But what is the demand? How could LA institutions be approached—those who oversee education. Reach out to get their research into the NDLTD.

JH: What is the language barrier. Can we overcome it with an English newsletter? Do we need translations for our materials?

AP: Should not be an English barrier, but there is.

EF: Translations should not hold us back. Easy to do.

#### **Nominating Committee (Lippincott) – [NominatingCommRept200801.pdf](#)**

JL: Janice Rickards/ADT resigned. We should look for replacement. SURF/Gerard van Westrienen declined our invitation to join, didn't want to single out ETDs in their programs.

JH: Requested Scirus/Elsevier member be added to the Board. Usually happens in summer.

JL: 6 Directors terms are up including JL so she is stepping off NC. Chairing Nominating Committee is a focused, limited time job, but does contact potential directors.

SR: Perhaps Christine Jewell would serve as chair. JL may want to contact her.  
EV: Usually vote at conference meeting. Quorum can be difficult to attain.  
JL: 2 years ago we removed board members who hadn't participated.  
EV: Participating in activities does not have to be only from board members.  
JL: Could shrink the board rather than replace inactive members.  
SR: We who are in this room are the active members.  
JL: We want to be an international membership. We hope to see more international board members at conference board meetings.  
GMc: We may need to tie the NDLTD meeting to established meetings such as CNI, ACRL, DLA, etc.  
JL: Would be happy to help with planning.

### **Services and Standards Committee (Hickey/Pavani)**

TH: Nothing to report.

EF: Some committees are in need of conferencing or some way to get in touch.  
AP: Motivation is not there. There isn't a problem to solve.  
EF: Multilingual issues are a service that we could provide. We have committees and there is a rationale for having them. We should be more professional.  
GMc: Will contact Services and Standards committee about MetaArchive ETD preservation.  
EF: We need to be more organized and focused. Tell our story well. Why don't we do something on FaceBook as a service?  
EV: A way to reach students. Bypassing hierarchy of university. He feels the loss of boundaries between professional and personal life.  
JL: Perhaps ARL listserv had student groups active in open access. Harvard group has open access dissertations, small number though. Are they part of any official unit? We would love to see them speak at the ETD conference. JH could invite to Pittsburg conference. In FaceBook it would be great to have an ETD group we could push content to. Thom, Hussein, and John are already in FaceBook. So are Julia and Ed.  
EF: Services and Standards Committee could start FaceBook ETD group.  
TH: He will do.  
EF: Applications could be written. Services such as: Submission. Search. Training.  
TH: These are not necessarily FaceBook applications.  
EV: Is this a place for the ETD wiki?  
TH: You don't do real work in FaceBook.  
EF: Mentoring service? Let the S&S Committee work on this.  
JB: Volunteered to be on the NDLTD S&S Committee's Facebook group.

### **ETD wiki and Guide (Moxley) No report received**

EF: His students moved *ETD Guide* to wiki. PR opportunity: "Students moved UNESCO funded project to current technology." [http://curric.dlib.vt.edu/wiki/index.php/ETD\\_Guide](http://curric.dlib.vt.edu/wiki/index.php/ETD_Guide)  
SE logged off at 2:45 pm

### **Country Reports:**

**Australia (Cargnelutti)** – [ADT2007ReportCargnelutti.pdf](#) (1/18/2008 email plus ADT 2006 survey)

TC: Telephone report. See his document from ADT: Membership Survey 2006. 33 institutions have mandatory = 60% of all Australian theses will be part of ADT by 2007. Remaining universities are working on it. Politics of convincing university administrators of importance.

Discussed IRs and impact of change of government. TC's work includes IR and has a university mandating IR deposits. Content is tied to research funding and data collected nationally. This is good news. He'll email about this. He'll follow up.

**Hong Kong (Soong)**

[Samssoon: Please send something for me to insert, as I couldn't hear your telephone report.]

**India (Urs) No Report**

[Shalini: If you have a report, please let me know and I'll link it.]

**Latin America (Pavani) -- [LA200801.pdf](#)**

AP: Corrections: Columbia (not Peru) didn't reply. Chili has 5100 ETDs, not 510. 6 Latin American countries have ETDs. Other countries have small projects, sparse like Argentina. Brazil has biggest project in LA. Chile has a well organized. 6 institutions w/over 5,000 ETDs. Running on CyberThesis, therefore OAI compliant. In Mexico she found 5 projects. One is significant Puebla... Others are very sparse. Summary: 112 institutions, 4 are NDLTD members: Mexico, Peru, 2-Brazil. Most are in Portuguese from Brazil, some in Spanish. Some institutions don't think they can contribute to the international network. It is sad; their experiences would be beneficial. Publishing journals and undergraduate final projects are outgrowths of ETDs and we could publicize this. Latin America has definitely contributed to NDLTD but individual institutions often don't see this. We need to bring LA into NDLTD because countrywide or regions won't participate. She will use her bulletin service to reach the LA

GMc: Post to NDLTD web to demonstrate international ETD activities.

JH: AP would bid for 2010 conference?

AP: Political situation: LA divided into 2: presidents who are populists. Widespread Leftists following Castro. Tension in Latin America; not a good time to plan a conference. Some are looking for support in Europe. When things calm down she would like to host ETD conference.

**Canada (Reeves) -- [CanadaReport200801.pdf](#)**

SR: Has had trouble with portal to move harvesting forward. After 4 years she has had She has had trouble internally at LAC moving the harvesting program forward. She got systems support this year finally so there's work going on this winter on OAI and acquisitions of digitized theses from ProQuest. She didn't get funding for all of systems work. She is looking for funding for acquisition and ingest of complex ETDs (multimedia) and full text indexing and OCR. Looking at OAI ORE for ETDs but also for trusted digital repository-content management system intended to encompass full life cycle. LAC is working on digital preservation strategy that includes format migration. Legal deposit requires a robust system that is coming.

SR is following up with Canadian institutions re their ETD plans.

Add 2 more universities to harvesting: U of British Columbia and Queen's University. Problem is that she has only one programmer. When working on development, can't support universities. She is lobbying for another position. Troubleshooting includes breakdowns in harvesting as universities migrate to other servers: i.e., interoperability of services. Therefore haven't harvested UWaterloo's ETDs or metadata. Upload to MARC-based DB. McGill is using ExLibris, others use DSpace. UToronto, McGill and Calgary and Laval are the big TD-producing universities. (LAC harvests Dublin Core and ETD MS--which includes PDF file grab.)

**UK report (Copeland) -- [UK200801.pdf](#)**

SC: ETHOS will go live in August 2008. British Library felt that having a pool available at launch date was important. Therefore JISC help with digitization of 5,000 theses. JISC also funded ETHOS Net project in parallel. Liaising with institutions, background work on copyright, etc. Will harvest for free. Preservation side—people in UK think the BL along with the institution will have a copy so this is the fail safe for UK institutions.

GMc: UK representatives participated in the ETD Preservation Survey, including: UHull, Warwick. Have also been contacted by Adam Rusbridge (who's now at LOCKSS?) and Robin Green (Warwick?).  
SC: Good if UK groups attend preconference by MetaArchive Cooperative for ETD preservation network. DART Europe meeting in early February. Merger with GUIDE is on the table. DART Europe is also active in Eastern Europe. ProQuest is no longer part of DART Europe.

EF: Asked SA to help VC promote VTLS service. See VC's report below. Language issues highlighted re data quality.

AP: Was not able to identify Brazilian records. VC: language codes were missing. But, they were indeed available from OCLC and OAIster. She exports lower case but somewhere the language codes got converted to upper case.

TH: Unlikely at OCLC. He will see what is going on if he can.

AP: Will check with people in Brasilia.

EF: TH and AP will address this language coding issue.

EF: Different issues with browsing and searching. Time and effort needed to deal with these issues.

DB: WB is looking at issues re what metadata should be and what it actually is. <90% match is an issue. Will assist with data quality issues based on her experience with the World Bank database.

EF: Data quality and/or standards issues should be discussed at 2008 conference.

TH: This is a standard metadata problem.

EF: We can produce reports that show there are problems.

TH: We can tell people what should be, demonstrate importance of quality.

TREN (Theological Research Exchange Network [seminary community]) Robert Jones' email of 1/7/08

EF: Policy issue. Will give us metadata. Previously we focused on works in their entirety. TREN can provide us with XML file. Encourage them to become members of NDLTD.

SR: Clarified that they would be selling ETDs. Philosophical point for NDLTD is to promote open access.

TH: We harvest any OAI compliant ETD metadata.

GMc: Let's not promote commercial services.

EV: Will suggest open URL service

TH: If it's already going into WorldCat, OCLC doesn't need it again. He'll contact TREN representative about these issues.

EF: Reviewed reports submitted by members not in attendance.

**Portugal (Borbinha)** -- [PortugalBorbinhaReport20080114.pdf](#)

**Sweden (Müller)** -- [MullerSweden2007.pdf](#)

### **Vendor Reports**

**Adobe (Wagner)** Her position at Adobe has changed. She will connect us to the correct person.

### **Google (Fox) No Report**

### **OCLC (Hickey) No Report**

### **ProQuest (McLean) No Report**

SR: Works with Austin (Kathleen May works with AMc on the Graduate School side) and his position at ProQuest hasn't changed. AMc is on the sales side. There has been corporate restructuring.

**VTLS Union Catalog Report (Chachra)** See <http://rogers.vtls.com:6080/visualizer>

JE: Wants to be added to the PR Committee. SR will add her to the committee list. SA will be in touch.

SC: Publisher approached her about conference papers: Chandos. They publish selected conference proceedings.

GMc: We want to also maintain open access on the web.

SC: Couldn't pay them anything.

EV: They may want delayed access and we wouldn't want that.

EF: Lots of little things have come up to do today. Could we hire someone, student, to monitor?

EV: Need list of action items. Could GMc highlight action items?

GMc: I'll promptly send these notes to the attending Board members, not post on the web until the notes have been edited. Please send her corrections ASAP. **[Sent 1/23/08]**

SR: A straightforward list of tasks would help to get things accomplished.

TH: We have funds. We spend on travel and awards. Perhaps we should spend it on organizational support.

EV: Are we required to meet two times a year? Travel money could be used for committees to get together, rather than one board meeting.

SR: A lot can be accomplished on email.

JE: 2 day meeting with committees first and board 2<sup>nd</sup>

EV: Board meeting could be a structured series of decisions.

SA: Problem with committee meetings prior to Board meeting would create conflicts.

EF: Full day board meeting is good.

GMc: Communications doesn't happen outside the board meetings.

JL: Non-board members need to be drawn into our activities. Contact them about the conference; understanding their time and commitment.

SC: Charles Greenberg has been very helpful with conference planning, i.e., blog.

WC: Could the board meet at Ohio State? Library is going through major renovation and library director is terrific supporter of ETDs and IRs. They are near the home of OCLC etc. library dissemination community. Thought that since the 2009 conference will be at Pittsburg, perhaps Ohio was too close.

SR: Bid for ETD conference in 2010.

AP: Question re how to change and Adobe PDF file to background black, text white. No reply from Ellen Wagner about this. Blind students need this.

**Meeting ended at 4:15 pm.**