

Minutes of Institutional Repository Task Force, April 1, 2004

Present: David Austin, Douglas Bicknese, Sara Blaszcak, John Cullars, Deirdre Rawls, Mircea Stefanu, Ann Weller, chair, Lisa Zhao

1. Austin's minutes of the last meeting were approved, and Cullars was appointed to take minutes for this meeting.
2. Weller reported that the Steering Committee's response to the task force's report was very favorable. Changes suggested were almost exclusively of a stylistic nature. The Steering Committee did suggest linking to the University of Oregon webpage. Some members raised the issue of limited staffing in the library, but Weller pointed out that staffing levels would eventually improve or there might be additional support for the work from the Provost. A few more specific recommendations included the addition of datasets to the category "Range of Materials" and adding Open Archive Initiative (OAI) to the protocol for metadata harvesting. Julie Hurd suggested the addition of content management software to allow for linking to full text resources. Weller reported that she had praised the task force's diligence, competence, and speed to the Steering Committee, and she particularly praised Blaszcak for her sophisticated webpage. Changes to the document should be e-mailed to Nancy John, Bill Jones, and Jay Lambrecht before the Nakata Lecture on April 8. The proposal should go to the library faculty in the fall after brownbag lunches in the summer to discuss the issues. In the fall, it may be advisable to either expand this task force to include campus representation or set up a new committee with representatives from this task force, the Great Cities Program, and Computer Center. Blaszcak will put the draft of the document that the Steering Committee has seen on the task force's website as well as minutes from these meetings.
3. We considered where to go from here. We need to develop evaluation criteria to compare the different institutional repositories that we have examined so as to come up with recommendations for UIC based on the strengths and weaknesses of the existing programs. We previously narrowed a broader institutional list down to seven institutions that seem relevant to our investigations. After discussion various possible approaches, it was agreed that each member of the task force will be responsible for evaluating one of the institutions: Blaszcak will take Arno; Stefanu, CDSware; Zhao, Dspace; Rawls, Eprints; Austin, Fedora; Cullars, i-Tor; and Bicknese, MyCoRe. (Weller will be out of town.) We will look at such considerations as cost of software, the need for local programming, content restrictions (e.g., Dspace doesn't allow course notes), policy statements, how material is deposited, reviewed, and removed/archived. Each task force member should examine his or her institutional repository for five advantages and five disadvantages in terms of UIC's needs as we currently perceive them.
4. The task force is to look at the speeches from the "Webwise" conference that can be found at uic.edu/depts/lib/systems/webwise2004/shadow/videos/html. The next meeting will be on April 14 and will be held at Daley rather than LHS since Austin, Cullars, and Weller have another meeting there immediately afterwards. The May 13 meeting will also be at Daley but the meetings of June 1 and June 15 will be at LHS.

Submitted by John Cullars, April 6, 2004; approved April 14, 2004