Minutes of Institutional Repository Task Force, April 14, 2004

David Austin, Douglas Bicknese, Sara Blaszczak, John Cullars, Deirdre Rawls, Mircea Stefancu, Ann Weller, chair, Lisa Zhao

1) Minutes from the last meeting were approved and Bicknese was appointed to take minutes for this meeting.

2) The committee reviewed proposed changes submitted by Susan Jacobson and approved them.

3) The committee discussed some appearance problems with the web page. Wendal Sullivan was contacted to make adjustments to the stylesheet.

4) The committee began to review some of the programs used for institutional repositories. All reviewers included a handout with details on the advantages and disadvantages they found. Bicknese: MyCoRE, Ling: D-Space, Austin: Fedora. ARNO was to be discussed, but research found that it had been discontinued. Some issues that were discussed during the reviews were:
   - How CNRI handles are used to manage names
   - What do we mean by "open source"
   - Can programs limit or restrict the formats of files submitted
   - Howe will controlled vocabulary and review of metadata submitted by the authors be handled
   - SQL databases vs Oracle
   - Impact of XML, Java, and Perl
   - How often are programs updated

D-Space was reported to have already been downloaded by Daniel Enoch on a library server.

5) Weller agreed to review what other CIC repositories who were setting up institutional repositories were using.

Submitted by Douglas Bicknese, May 10, 2004