

**Minutes of Institutional Repository Task Force**  
**April 29, 2004**

Present: David Austin, Sara Blaszczak, John Cullars, Deirdre Rawls, Mircea Stefanu, Ann Weller (convener), Lisa Zhao.

1. Minutes of the last meeting (April 14) to be approved next time.
2. Stefanu appointed to take minutes.
3. The task force's web page, designed and maintained by Blaszczak, was found OK.
4. Presentations of IR software packages continued:
  - Eprints, presented by Rawls, did not seem well suited for UIC COR needs; its biggest shortcoming: designed primarily for print documents;
  - CDSware, presented by Stefanu, although it meets the other IR requirements (as understood as this moment), seems not to support CNRI handles, which is considered to be an important element.
  - i-Tor, presented by Cullars, has many strong features (technical specifications are not readily available online), but as far as it could be determined, is not used in USA.
5. Weller proposed that the seven IR software packages be revisited, in the light of our enhanced understanding following these presentations, and against the list of issues that need resolution (drafted during the meeting of April 1).
6. Austin initiated a discussion about the Dublin Core suitability for our IR needs. This led the group into reviewing the items on the list of issues needing resolution (list of April 1 referred to above). As a result, it has been established that, for UIC COR,
  - a UIC version of qualified Dublin Core needs to be created;
  - OAI compliance should be considered a requirement;
  - OAI-PMH compliance should also be enforced;
  - the Universal Virtual Computer--a proprietary piece of software capable of opening files regardless of their original format--, or any future similar software packages, should be taken into consideration for use by UIC COR as part of its commitment to ensure preservation of data (formats turned obsolete are primarily targeted); at this point, Sara introduced to the group the Way Back Machine--a huge Internet archive focused on the "visible net," that preserves web pages not in use anymore (most links on these pages are not active though).
7. As an assignment for the next meeting, the members of the task force will bring new lists with "pros" and "cons," each for the software they have already examined, taking into closer consideration the list of elements essential for the UIC COR (see point 5 above).
8. Weller suggested that Mary Case be invited to participate in the first IRTF meeting following July 1, when she starts working at the UIC Library.