
IRTF Draft Minutes 1 Feb 2005

The meeting focused on reviewing the recommendations that will be presented to the Steering Committee on Feb 16.

- The group discussed DSpace's programming needs. Lisa Zhao will confirm if Java programming is needed.
- Sara will contact Joanne Kaczmarek, the electronic records archivist at UIUC, to discuss her experiences setting up DSpace at that campus. Daniel may take part in the conference call.
- The list of library projects in the recommendations was clarified to be a 6-8 week pilot, followed by an evaluation to examine the workflow and interface for loading the files, creating metadata, and searching.
- John Cullars will review the Library Projects #1 (Library News) and #2 (ULIB) that were discussed in the recommendations.
- Doug will contact the DDDH coordinators to discuss its potential as a possible campus pilot. This project was moved from the library projects list to the campus projects list.
- Rich will take over Library Project #5 (JMLA publications).
- The NHPRC project was clarified to be a possible funding source and was removed as a possible project.
- The group discussed the need to include the Illinois University Press in this preliminary planning and concluded that it was not important.
- The group discussed the question of how specific the recommendation should be on the committee size and composition. The consensus was that the committee should have 8 or 9 people with general recommendations from the library about what dept members should be represented.
- The recommendations will be a brief overview and will refer readers to the implementation report for details.

Doug Bicknese