

Institutional Repository Task Force
June 7, 2005 Meeting Minutes

Present: John Cullars, Rich McGowan, Mircea Stefancu, Lisa Zhao, Ann Weller, Sara Blaszczak (note-taker)

I. Approved minutes of May 25, 2005.

II. Revisited the DSpace pilot installation.

Since Systems has to install the new version, DSpace 2, Sara recommended to let it wait to modify HTML pages.

Hope to have new DSpace working by the next meeting.

Acronym "COR" will substitute for default "DSpace" logos.

The look of the home page will be 2-column instead of 3-column.

The page title should be UIC COR: Home instead of DSpace at UIC: Home

Concerns about communities & collections:

Sara should remove some that are empty or superfluous in COR.

Concerns about full item records:

Instead of author-title-subjects order, the title is listed near the bottom.

Dates belong following after subjects.

The language column is superfluous.

Discussion about DSpace submission procedures:

HTML is difficult to submit so a PDF is preferred.

Question: Is the list of supported formats helpful, or should it be more prominent?

Inputting author is very limited. Can it be changed to allow more choices, e.g., editor, illustrator, etc. ?

Making required fields author, title, subject and date.

Sara demonstrated how a DSpace administrator can withdraw, delete or modify items after submission. Ordinary submitters will not have permission to modify fields.

Committee has concerns about making a recommendation that a DSpace administrator review each new record.

Change license to make UIC party to the license. The license is basic, so it works for the pilot project but later, the committee recommends a review by university counsel.

III. July 6th report to the Steering Committee:

Document written by Ann was read through by the committee before the meeting.

Changes were discussed and some were accepted.

Ann will continue to prepare the report.

Next meeting: June 21, 2005, 9:00 AM in Daley ELL.