SEDAC Long-Term Archive Board Meeting

Thursday, July 6, 2006
10:00 a.m. – 1:30 p.m.
207 Geoscience
Lamont Campus
Columbia University

Minutes

Attendance: Robert S. Chen (Proxy for Arthur L. Lerner-Lam), Stephen Davis, Alex de Sherbinin (Proxy for Deborah Balk), Robert R. Downs, W. Christopher Lenhardt (Proxy for Sri Vinayagamoorthy), Kerstin A. Lehnert, David Millman

Guest: Ronald Jantz, Digital Libraries Architect

Welcome, Introductions, and Review of Meeting Agenda
Robert Chen welcomed the Board members, who introduced themselves and accepted the draft agenda, without changes.

LTA Web Site
The proposed changes for the LTA web site were presented to the Board via the beta LTA web site. The LTA web site updates included the addition of the list of seven data sets that had been approved for accession and the removal of the list of data that had been nominated. Other changes also included addition of the Minutes from the last two LTA Board Meetings as well as updates to the policy documents currently being reviewed. The Board recommended distributing the URL to the Board members with a request for comments.

After reviewing the descriptions of the LTA data on the proposed LTA web site, the Board discussed plans for managing, preserving, and disseminating the data using the Fedora digital object repository and asset management system. The Board also discussed the need to develop a content model to represent how the data and related information will be stored to foster management, preservation, and dissemination of the data. SEDAC plans were discussed for purchasing the VITAL software, which is built on Fedora, and for implementing the digital repository on production with a failover system located offsite.

The Board also discussed organizational issues relevant to the LTA. Robert Chen described the relationship between CIESIN and SEDAC within the context of the LTA. Stephen Davis described the DigitalCommons@Columbia project, which is building a digital repository and currently identifying content for accession.

Collection Management Policy
The Board revisited the review of the draft Collection Management Policy, tabled from the previous meeting, and recommended completing an initial review of the draft before discussion by the full Board at a future meeting.

Discussion on Levels of Service
The Board discussed the need to gather requirements to provide guidance for digital preservation efforts at Columbia University. Robert Chen described an upcoming NSF workshop on digital curation and requested inputs on key issues for a position paper being prepared for the meeting. Issues regarding the preservation of distributed data resources were discussed along with expected features being developed by the Fedora community to provide enhanced capabilities, such as distributed data management and batch loading. Further discussion on content models recognized the need to develop a content model with multiple types of disseminators and to establish different categories of content models to support different types of data, such as GIS and tabular data.

Presentation
Ronald Jantz, Digital Libraries Architect of Rutgers University, and Chair of the Preservation Services Working Group for the Fedora Digital Repository User Community, presented on several topics of interest to the Board. He described activities of the Fedora Preservation Services Working Group, digital preservation issues, digital objects and trusted repositories, and Fedora preservation services. Several CIESIN staff members joined the meeting for the presentation and discussion. Board members and CIESIN staff asked several questions during the presentation, which was followed by a general discussion on various digital preservation issues that had been raised during the presentation. The presentation and discussion lasted most of the meeting.

Wrap-Up and Plans for Next Meeting:
The Board recommended devoting the next meeting to a discussion on strategy for scaling up the LTA to address long-term SEDAC and other digital data preservation needs at the University. The Board also suggested inviting additional members of the Columbia University community who have an interest in planning for digital preservation. Availability of potential participants will determine scheduling a meeting for early in the Fall semester. Potential agenda issues that were suggested included outlining basic requirements for digital repositories and the identification of categories of candidate data to be considered for accession.

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Agenda

10:00 – 10:10   Welcome – Dr. Robert S. Chen, Interim Director of CIESIN

10:10 – 10:15   Introductions and Discussion of Agenda

10:15 – 10:20   Changes planned for LTA Website

10:20 – 10:40   Draft SEDAC LTA Collection Management Policy

10:40 – 11:00   Levels of Service for Preservation and Dissemination

11:00 – 12:00   Presentation by Ronald Jantz, Digital Libraries Architect, Rutgers
                       University, and Chair, Preservation Services Working Group for
                       the Fedora Digital Repository User Community

12:00 – 1:20   Lunch and Discussion of Digital Preservation Issues

1:20 – 1:30   Wrap – up and plans for next meeting