



# CALIFORNIA DIGITAL LIBRARY

## OAC Working Group Meeting Minutes

<http://www.cdlib.org/inside/projects/oac/admin.html>

December 8, 2003 (Monday), 9:00-3:00  
California Digital Library  
415 20th Street, Room 411

8:30-9:00

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- Breakfast (coffee, bagels, pastries, etc.)

9:00-11:00

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### REPORTS

- OAC Working Group Digital Objects Subcommittee (*Mary Elings*)
  - Status of bi-annual revision process of OAC BPG DO, Version 1.0 (<http://dynaweb.oac.cdlib.org/oac-bpgdo/OAC-BPGDO-md1a.html>)
  - Reported on DOSC work to date (see PowerPoint presentation at <http://www.lib.berkeley.edu/~melings/DOSC/OACWGDOSCupdate.ppt> for slides presented to OAC WG; see also see "Draft Progress Report on Tasks Outlined at Preliminary Meeting" at <http://www.lib.berkeley.edu/~melings/DOSC/TASKSprogressreport.htm>). Highlights:
    - Indicated need for revision to CDL *Digital Object Standard* to comply with METS; STAS and DOSC could work together on this, or DOSC could make specific recommendations to STAS
    - Investigating audio/visual content file standards; reviewing Library of Congress, CO Digitization Program, Making of Modern MI specifications.
    - Investigating rights management extension schema (ODRL likely candidate for endorsement by DOSC; metsrights schema developed by N. Hoebelheinrich may be subsumed by ODRL)
    - Endorsing technical metadata for images extension schema (MIX); DOSC (G. Waibel, D. Johnston, M. Olsen) has mapped MIX elements to existing OAC BPG DO elements.
    - Digital provenance and source metadata: may already be covered by other extension schema (e.g., technical metadata, etc.). DOSC (H. Batchelor) investigating overlap and possible extension schema.
    - DOSC will likely endorse MODS type list for METS types
  - B. Tingle noted that file section and structural map can be encoded in different ways (organized primarily by image and then by file type, or primarily by file type); may need to specify requirements, given wide latitude for implementation across different METS-producing tools

- OAC Working Group Metadata Standards Subcommittee (*Brad Westbrook*)
  - BPG EAD Version 2.0 progress report and release planning
  - BPG EAD Version 1.1 draft review and comment
  - BPG MARC Version 1.1
  - Reviewed MSC charge and provided progress report. Highlights:
    - OAC BPG EAD version 2 almost complete; tentatively planned for rollout in mid-2004. Provides for three different OAC encoding schemes.
    - Still need to work on a definition for virtual collections
    - Still need to plan for revisions to OAC BPG DO descriptive metadata sections; currently collaborating with the OAC WG DOS on revision of the OAC BPG DO.
  - Provided a general overview of changes to the OAC BPG EAD Version 2.0. These guidelines are not expected to be released and implemented until late 2004, as a suite of OAC tools and services will need to be upgraded to conform to the guidelines. Release will also coincide with migration to a new platform for delivering EAD finding aids. Feedback requested from OAC WG members by January 2004.
  - OAC WG discussed strategies for releasing OAC BPG EAD Version 2.0 and moving to EAD 2002. Endorsed plan to maintain legacy 1.0 finding aids and require new or resubmitted finding aids in 2.0. Alternatively, OAC could batch upgrade legacy 1.0 finding aids on behalf of institutions, if SAA's forthcoming XSLT conversion style sheet can accommodate this.
  - OAC BPG EAD Version 1.1 was presented as a "stop-gap" measure while planning for implementation of Version 2.0. This version brings the BPG up to date with current supported practices (as well as obsolete practices, such as encoding of CDL Vocabulary). It draws on Version 2.0 for much of the front matter. A complete revision history can be found in the "Introduction" section of the draft. Feedback requested from OAC WG members by January 2004.
  - OAC BPG MARC Version 1.1 was presented to the group. This version contains updated guidelines for prospective linking to ARK URLs via the 856. Finding aids with an 856 link to the Dynaweb cgi-bin URL (as specified in the original version of the OAC BPG MARC) are being redirected to their corresponding ARK URLs. Feedback requested from OAC WG members by January 2004.
- UC Structured Text Working Group (*Kirk Hastings*)
  - BPG TEI update
  - Defined three subsets of texts for encoding guidelines (books, manuscripts, and oral histories); encoding guidelines still in development
  - Discussing how to handle metadata for TEIs -- rely on TEI header information, or include TEI header information in METS wrapper?
  - Will be developing vendor encoding specifications for each class of text
- OAC Operations Group (*Adrian Turner*)
  - voroEAD update
  - Solicited feedback from OAC WG on usability of documentation, ease of use of voroEAD, problems encountered, etc.
  - OAC WG discussed two known voroEAD issues: browser timeout with processing large finding aids, and lack of safeguard for not using same ARK to overwrite a finding aid. OAC Ops will investigate possible solutions.
  - OAC WG suggested amplifications to documentation (add information about timeout issue)

- OAC WG discussed need for providing training to OAC community about tools like voroEAD; this could potentially be taken up by an OAC outreach (or the Access?) Subcommittee.

11:00-12:00

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## PROJECT UPDATES

- CDL CMS Access Integration Toolkit
  - Allows institutions to create customized views of the CDL content management system, including OAC content (for an example of an early implementation, see MOAC site) (*Steve Toub and Adrian Turner*)
  - Planning for use with JARDA and other virtual collections
  - OAC WG feedback and planning for wider community use
  - Toolkit currently being used to migrate virtual collections in Dynaweb to search/querying DLXS and the CDL content management system (CMS) (for images and texts).
  - Will be available ca. March 2004 for wide release; institutions can create customized views of images, texts, and other objects at this point. Ca. late 2004-early 2005 (post-DLXS) -- institutions may be able to create customized views of finding aids.
  - Complete toolkit documentation (beta version) can be found at <http://www.cdlib.org/inside/diglib/> -- see "CDL Repository".
    - "Querying the CDL Repository" provides instructions for building queries for the CMS. Explains CMS query syntax; queries can be generated from simple HTML forms.
    - "Customizing the CDL Repository" provides instructions for using XSLT style sheets to render customized, institution-specific views of CMS content (both search and browse results, and item-level page views).
  - UCI, UCB Bancroft, and UCSC expressed interest in using the toolkit post March 2004. L. White noted that MOAC may potentially create multiple views of MOAC content for different user communities (K-12, etc.).
- Dynaweb decommission planning (*Adrian Turner*)
  - License expiration in March 2004
  - Virtual collections
  - MARC record redirects
  - Briefly noted that Dynaweb license will expire in March 2004 -- virtual collections will be "migrated" to querying the CMS and DLXS databases via the toolkit.
  - Finding aids with an 856 link to the Dynaweb cgi-bin URL (as specified in the original version of the OAC BPG MARC) are being redirected to their corresponding ARK URLs.

12:00 -1:00

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## LUNCH

1:00-2:15

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## PROJECT UPDATES

- [CaliforniaDigitalLibrary.org](http://CaliforniaDigitalLibrary.org) Website (*Rosalie Lack*)

- As incoming Manager of Public Content, R. Lack provided an overview of the current scope and content of this portal: a gateway to free, public-accessible resources managed by the CDL. Links end users directly to digital objects -- images, texts, and Web-based collections -- not mediated through finding aids.
  - Sees its primary objective as a means to link end users to a batch of freely-available objects. Not necessarily intended to be an in-depth resource.
  - Will be reevaluating scope, content, and objective as the site develops. A consistent look-n-feel throughout the site (i.e., within search results and item-level pages) will be implemented via the toolkit in the near future.
  - OAC WG members were interested in knowing if the site could scope searches to particular collections (e.g., OAC, Counting California).
- Luna Insight Image Service (*Robin Chandler*)
    - Provided a brief overview of the project, noting that detailed information can be found at [http://www.cdlib.org/inside/instruct/staff\\_briefing.html](http://www.cdlib.org/inside/instruct/staff_briefing.html).
    - Noted that the Luna Insight browser could potentially be plugged into various kinds of interfaces (such as OAC item-level pages) and launched in order to provide a "detailed" view of an object.
    - OAC WG interested in knowing if there are any mapping problems or issues in order to import data into Luna Insight. Luna has been handling mapping and importing to date into a specific format -- CDL would like Luna to map to a standard scheme such as VRA, and import XML data.
- [MOAC Classic](#) and MOAC II (*Layna White*)
    - L. White presented report for MOAC for R. Rinehart. Highlights:
      - SFMOMA will be contributing content in January 2004
      - DAMD tool used by MOAC members is currently being upgraded to produce METS encoded objects. Ongoing question as to what degree BAMPFA can support DAMD.
      - Overview of new MOAC interface. Implemented specifications for CDL CMS Access Integration Toolkit, prior to toolkit release. Will provide MOAC-specific look and feel for finding aids once that functionality is available.
      - New charter and charge for MOAC is being developed by R. Rinehart; currently polling MOAC members.
      - MOAC 2 user evaluation in progress. Summary report will describe who uses MOAC and why, provide recommendations for improvement to the interface(s). UCLA was unable to quickly begin user evaluations due to difficulties in securing permissions to test human subjects. Question as to how to present targeted interfaces to different user communities. L. White solicited suggestions from OAC WG on where to publicize MOAC 2 work (OAC WG members noted that ARLIS/VRA meetings would be a good venue).
- OAC mentoring program (*Adrian Turner*)
    - Discussion topic skipped due to lack of time.
- OAC statistical reports (*Adrian Turner*)
    - Discussion topic skipped due to lack of time.

2:15-3:00

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- Planning for early 2004 OAC community meetings (Northern and Southern California) (*Adrian Turner*)
  - Dates: February or April (SCA) 2004?
  - Hosting institutions?
  - Suggestions for agenda, presentation, and workshop topics
  - Presenters?
  - Objectives of discussion and/or breakout sessions
  
  - OAC WG discussed timing and scope of meeting
    - Agreed that would be good to host in April, timed with SCA.
    - Discussed idea of an OAC booth -- booth staff could describe use of OAC tools, describe process of joining the OAC, etc. Resolved that targeted audience would be current OAC members, however, specifically institutions that are not actively contributing. Meeting could be modeled on a one-day forum (previous UC metadata workshops?).
    - Meeting assistance:
      - UCSC could present on use of OAC web templates.
      - Stanford could present on use of macros to convert word-processed text to EAD.
      - OAC WG members could contact targeted institutions; A. Turner to create a list of questions to address to those institutions (e.g., why not participating, what kinds of hurdles encountered, etc.)
  
  - C. Bunting suggested that a "PR toolkit" would be useful -- both to potential institutions as well as active contributors. Could describe cost benefits for participation in the OAC. Different components, based on what kind of communication is needed (marketing to institution's administration, marketing to public, etc.).

3:00

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## MEETING ADJOURNS

**OAC Working Group  
Meeting Attendees**

**Christine Bunting**

Head of Special Collections  
University of California, Santa Cruz

**Robin Chandler**

Digital Content Coordinator  
California Digital Library

**Mary Elings**

Archivist for Digital Collections  
Bancroft Library  
University of California, Berkeley

**Kirk Hastings**

Text System Designer  
California Digital Library

**Rosalie Lack**

Manager of Public Content  
California Digital Library

**Bill Landis**

Manuscripts Librarian  
University of California, Irvine

**David Loy**

Senior Development Programmer  
California Digital Library

**Steven Mandeville-Gamble**

Manuscripts Librarian  
Dept. of Special Collections  
Stanford University Libraries

**Daryl Morrison**

Head of Special Collections  
University of California, Davis

**Jane Rosario**

Principal Processing Archivist  
University of California, Berkeley

**Brian Tingle**

Development Programmer  
California Digital Library

**Adrian Turner** (*recorder*)

OAC Operations Manager  
California Digital Library

**Bradley Westbrook**

OAC / UCAI Project Librarian  
University of California, San Diego

**Layna White**

Head of Collections Information and Access  
San Francisco Museum of Modern Art