

Charge for the Shared Metadata Working Group

UC Shared Images

July 2010

Background

University of California Shared Images is intended to aggregate images contributed by campus visual resources curators along with licensed image collections managed by CDL, providing a UC-wide shared institutional image collection for teaching and learning. Visual resources curators who choose to contribute to the shared collection, along with campus bibliographers, will develop the collection. Individual campuses that choose to contribute images will be able to share their images within UC.

UC Shared Images Goals

- Provide an infrastructure for visual resources curators to contribute images to a shared institutional collection
- Provide access to licensed images when the vendor does not provide access
- Provide and manage end-user access to images
- Enable use of images in the classroom (at a minimum, provide sufficient image size for projection)
- Enable faculty to share images with students (at a minimum, enable output to learning management systems, course website, etc.)
- Enable faculty to reuse images in the future

UC Shared Images will benefit from early agreement on a metadata model and best practices guidelines for cataloging and formatting metadata. Therefore, a Shared Metadata Working Group is being established to focus on the metadata issues surrounding a shared image collection. The deliverables produced by this group may guide other disciplines at UC interested in creating shared image collections. The risk of not doing this is end-users will have a less consistent experience finding and comparing images since each curator is likely to use a different metadata model and format their data differently. CDL's earlier ingest test in 2004 demonstrated it was possible (and even desirable) for image contributors to agree on some basic guidelines when pooling content.

The Shared Metadata Working Group's charge is to 1) recommend a metadata model for UC Shared Images to be hosted by ARTstor and 2) will produce best practices guidelines for cataloging and formatting metadata for sharing.

Goals of the Shared Metadata Working Group

- Provide end-users (faculty and students) with consistent metadata to easily find and compare images across the collections that comprise UC Shared Images.
- Secondly, make the experience as consistent as possible across UC Shared Images AND the licensed ARTstor collections and CDL-licensed collections.
- Provide contributors with a metadata model for mapping their collections.
- Provide contributors with best practices guidelines to catalog and format their metadata.

- Identify the metadata-related barriers for contributors and address them during development; suggest ways to encourage adoption of the metadata model and guidelines.
- Consider how this work might inform disciplines outside of Arts/Humanities who may be interested in sharing images (e.g., the sciences) across UC.

Stakeholder Review and Implementation

- Stakeholders will have the opportunity to review draft metadata model and best practices guidelines during development and before they are finalized. (Stakeholders will include the Image Service listserv, comprised of visual resources curators as well as art librarians and others, and other stakeholders as needed.)
- CDL will work with ARTstor as needed to implement the recommended metadata model in ARTstor's self-service upload template (still under development). (This may incur professional services fees from ARTstor to modify their existing template.)
- Final versions of the metadata model and best practices guidelines will be posted to the UC Shared Images website on InsideCDL and distributed to contributors.
- Adoption of the model and guidelines will be optional for contributors; however, the working group will determine if any requirements should be strongly urged (e.g., specify minimum metadata requirements).
- The Working Group will determine next steps after producing the deliverables (e.g., identify further work)

Deliverables

1. Metadata model
2. Best practices guidelines
3. Recommendation from the Working Group on next steps (as needed)

Communication

- Email and conference calls
- Listserv: smwg-l@listserv.ucop.edu

Members

Members were chosen for their expertise in data aggregation of image collections, data standards development, and image service management:

Jan Eklund, Art History, Visual Resources Curator (UCB)
 Kathleen Hardin, Library, Visual Resources Curator (UCSC)
 Greg Reser, Arts Library, Metadata Specialist and Cataloger (UCSD)
 Susan Stone, Museum Informatics Project (UCB, manager of existing collection LUCI)
 Adrian Turner, Data Consultant (CDL)

Convener

Adrian Turner will schedule and convene meetings, and track action items for the group.

Relationship to Other Groups

The Shared Metadata Working Group is part of the implementation team for UC Shared Images.