

CAPT Meeting Minutes
August 31, 2017
1:30 p.m.

Present: Tom Teper, Tom Habing, Michael Norman, Chris Prom, Bill Mischo, Susan Avery, Kyle Rimkus, Helenmary Sheridan, Jim Dohle, Cherie' Weible

Absent: Lynn Wiley

Guest: Karl Germeck

Agenda and Minutes

Tom Teper opened the meeting requesting approval of the August agenda and July minutes. Agenda and minutes were unanimously approved.

Quarterly Working Group Reports

Digital Production-Kyle Rimkus (Report Attached)

Repositories, Preservation, and Access-Helenmary Sheridan (Report Attached)

LEITC-Jim Dohle (Report Attached)

Shared Shelf Proposal

Kyle sent out a proposal, (attached) to discontinue Shared Shelf. The contract ends on December 31, 2017. The general consensus of the group is not to renew. Bill will contact John Wilkin to ensure that he has no concerns about this, but the committee recommended proceeding with the cancellation of the service.

VuFind 3.1 Update – Michael Norman

Michael reported that there has been very good attendance for the VuFind 3.1 information sessions. He stated that you can now use your net id and password to get into the program. Michael commented that the Library is still not willing to use this program as the default, as Classic Search is still better. Michael proposed that a link to VuFind 3.1 be placed somewhere on the Classic Search for those interested in trying it.

Parking Lot Items-Review

1. DPLA
2. Budget Reductions
3. CARLI and ILS Update
4. ILS Migration
5. LOCKSS
6. New Title List

Meeting adjourned at 2:45 p.m.

Digital Production Working Group August 2017 update

submitted by Kyle Rimkus, August 31, 2017

Digital Collections

The Digital Library System has been able to accommodate "curated" collections such as those migrated from CONTENTdm for months (for example, <https://digital.library.illinois.edu/collections/48f7a9b0-073a-0130-c5bb-0019b9e633c5-8/items>), but we now have a viewer built for collections of born digital electronic records from the University Archives (for example, the Carl Woese Born Digital Papers <https://digital.library.illinois.edu/collections/cd535a80-4852-0133-a7fd-0050569601ca-3/tree>). This gives our curators a great deal of flexibility in providing patron browsing access to their collections.

Current development priorities include:

- improved search across all digital library content indexed on the collections page (<https://digital.library.illinois.edu/collections>)
- improving metadata editing features
- editing all Medusa and Digital Library System documentation into a single document to help users within the library understand content workflows and tools

Newspaper Digitization

Our digitized newspaper collections (<http://idnc.library.illinois.edu/>) are among our most frequently visited locally managed digital collections. We have undertaken most of our digitization using federal funds through NEH's National Digital Newspaper Project (NDNP). We are currently in what may be the final phase of NEH funding, and have begun exploring a partnership with newspapers.com (<https://www.newspapers.com/>) to spur on future digitization. This private company is willing to digitize newspaper microfilm to NDNP standards, and provide us with the digital files, provided we respect a three-year embargo prior to publishing them in our system (during which time they would provide exclusive access to the papers in their subscription service). With regard to volume, discussions with them suggest they could provide as many newspaper pages per month that we created over more than a year of NDNP-funded effort. We are interested in exploring this further as an opportunity to build our distinctive collections of digitized historical Illinois newspapers, and would like to know if other members of CAPT have any concerns.

Storage Architecture

NCSA remains our storage provider for Medusa and its related access services. We recently worked with them to switch storage nodes under the hood. Library IT staff did most of the heavy lifting to make the following happen:

- Prior storage architecture
 - the primary storage node was NCSA storage "condo" > secondary node (nightly replication) was the campus cluster (duplicated on the Active Data Service recently in preparation for this switch) > third copy for off-site backup was Amazon Glacier
- Current storage architecture
 - primary node is Active Data Service > secondary node (nightly replication) is NCSA storage condo > third copy remains off-site backup with Amazon Glacier

Using the Active Data Service as our primary node should give us greater ability to manage file permissions using Active Directory. Right now we are still making sure all of our services work as expected.

We are also investigating, with the help of Library IT and campus Technical Services, other storage options for the long-term, including Amazon Web Services. Our interest in knowing what is out there is due to the number of service interruptions over the past year with NCSA, lackluster communication on their end when problems arise, and the failure to get a formal MOU or SLA established with them over the past three years. Amazon Web Services are of particular interest due to the potential benefit of placing file storage and web servers into the same cloud architecture. We are hoping to work toward upwardly scalable services that feature much less pointless data transfer than is our current practice. We are exploring the costs of a shift to Amazon Web Services now.

CAPT Meeting, August 2017
Repositories, Access, and Preservation Quarterly Report
Helenmary Sheridan
August 31, 2017

Note: the Repositories CAPT working group did not meet in July.

Issues for the near future

- Concerns about storage reliability from NCSA
 - o Service isn't meeting the library's digital preservation and service continuity requirements. Example: in August, files failed checksum verification, remaining on the file system but at 0 bytes.
 - o Kyle R is exploring alternate storage solutions.
- Desire for easier communication among related units and clearer point people
 - o Example: emails between DCC and IDEALS regarding digitization projects often go between individuals who may not be aware of other projects, timelines, or conversations, so miscommunications may arise.
 - o Teams are clarifying their lines of communication so that it's clear, for example, that all IDEALS-related correspondence should go to ideals@library.illinois.edu, which has a designated point person, and that outgoing correspondence to DCC should go to a similar designated point person.

Announcements

- Data Rescue pilot program
 - o Tracy Popp and Heidi Imker are leading a new project to design and test collaborative workflows for unexpected born digital/"lost data" donations. What happens when a researcher brings in a hard drive from ten years ago full of possibly important (or possibly useless) ecological observations? Where should it go from various starting points in the system?
 - o Recent email requested assistance in digitizing VHS tapes of numerical experimental data. Heidi is putting together a list of recommended vendors for work the library cannot help with.

Product updates

- IDEALS
 - o Current IDEALS team: Helenmary, Seth Robbins, Colleen Fallaw (borrowed from IDB), Ayla Stein, new GA Nikki Rhodes
 - o Have compiled a list of features needed for a minimal viable product to replace the current IDEALS infrastructure, a list of blue-sky desired features, and a list of stakeholders and internal and external users to interview.
 - o Currently conducting SWOT analysis, drawing up project charter, and assessing list of existing collection management/repository solutions:
<https://ablwr.github.io/blog/2017/08/09/collection-management-system-collection/>

- Streamlining batch ingest and ETD procedures to centralize communication more through HS & the IDEALS inbox
- IDEALS will feature in a DLF panel on service management Oct. 23; also interested in discussing coordinated initiatives like Research Rescue
- Vireo
 - Small changes made at the Grad College's request, mainly related to workflow management. Emails to students and their advisers will no longer have a reply-to email going to the ETD hourly, but instead direct emails to IDEALS.
 - Vireo pulls data from LDAP that is sometimes either strangely formatted or incorrect (two separate causes); Seth Robbins and Ayla Stein will investigate implementing some level of authority control for department and discipline names pulled via LDAP before upload.
- Illinois Data Bank
 - Purdue EZID will no longer offer DOI minting as of 12/31/2018. Working with business office now to contract with DataCite
 - IDB's first birthday was Aug. 29. RDS is conducting a mini-review and digging into why some datasets get downloaded many more times than expected (especially undescribed datasets)
 - Staffing update: Daria O is the new GA with human subjects research experience. Hoa Luong (ac. hourly) has been taking point on quick-review of datasets for triage, and Helenmary and Susan Braxton have volunteered to help out on curation.
 - The Illinois Data Bank is currently feature stable, so Colleen Fallaw is spending time helping out with IDEALS.
- Medusa
 - Migration to ADS as primary storage node completed weekend of 8/21.
 - Karl Germeck started as digital preservation resident 8/16.
- Digital Library
 - Improvement in display of collections of heterogeneous born digital electronic records like this: <https://digital.library.illinois.edu/collections/cd535a80-4852-0133-a7fd-0050569601ca-3/tree>
 - Migration of Shared Shelf collections still on the docket but has been stalled
- Scholarly Communication & Publishing/Illinois Open Publishing Network
 - Have Google Analytics installed on IOPN platforms and are investigating how to deploy altmetric software - launching trials of Altmetric and Plum Analytics
 - Held 3 PWW "incubation" workshops in April and May for faculty and grad students interested in using digital publishing tools - successful workshops here at Illinois hosted by the IPRH, at Michigan State, and at Jackson State University
 - Two new publications for Publishing Without Walls (PWW) under development: Scalar book with scholar from UT-Arlington on Jay-Z lyrics; Beginning to develop a new journal in OJS with Art + Design faculty member Stan Ruecker
 - Working to find a book designer
 - Finalizing legal agreements

- Illinois Experts
 - o System upgrade (moving from Pure 5.8.3 to 5.9) implemented Thurs., June 22.
 - o New upgrade features include new, more-user-friendly web service API, ability to assign unit delegates to add/edit content (photos, social media links, biosketches, keywords, etc.) in faculty profiles, improved user documentation, and various bug fixes and administrative configuration option additions.
 - o Over 200 new researcher profiles added to Experts at the end of May. These include clinical and research faculty and emeritus faculty researchers who were identified via Library/OVCR outreach to colleges and institutes.

Library CAPT Committee Update

Library Emerging and Integrated Technologies Committee (LEITC)

08/31/17

Summer & Fall 2017 LEITC Meeting Information

- Meeting 1: 07/12/17
 - LEITC CAPT charge creation
- Meeting 2: 08/02/17
 - Charge revision & gap analysis, part 1: current state
- Meeting 3: 08/23/17
 - Gap analysis, part 2: desired future state and how to get there
- Meeting 4: 09/07/17
 - Project kick off – LEITPro formation
 - Project kick off agenda:
 - finalize groupings for program launch deliverables
 - determine work that is in and out of scope
 - finalize project charter
 - create working groups
- Meeting 5: 10/04/17
 - Project progress meeting
- Meeting 6: 10/25/17
 - Project progress meeting
- Meeting 7: 11/15/17
 - Project progress meeting
- Meeting 8: 12/06/17
 - Project progress meeting
- Meeting 9 (to be scheduled): 01/10/17
 - Project wrap up and LEITPro launch

Library Emerging and Integrated Technologies Program (LEITPro) Deliverables

For January 2018:

- Marketing/Outreach
 - Create social media strategy and identity - Facebook, Instagram, Twitter
 - Launch preliminary LEITPro website summarizing and advertising advanced technology equipment, services and support in the Library
 - Build LEITPro marketing/branding strategy and plan (coordinate with Chief Communication Officer)
 - Create stakeholder engagement plan for the Library
 - Create stakeholder engagement plan for campus partners
- Program services
 - Complete integration with existing Library referral network

- Conduct environment scan for advanced technology coordination at peer institutions (*)(**)
- Build data driven web-based catalog of advanced technology support: experts, services, spaces, technologies, etc.
- Create roadmap for current and future advanced technology service & support offerings
- Program design/workflow
 - Identify, test, and implement workflow for single intake point process (email/web form/phone) for LEITPro related requests, consultations, etc.
 - Identify and define LEITPro roles and responsibilities: facilitator, consultant, liaison, expert, etc.
 - Establish preliminary LEITPro resource management plan: staff, spaces, time, and materials (equipment, tools, software/hardware)

For August 2018

- Integration with new Main Library 1st floor service model
- Consult on proposed high-end loanable technology plans
- Begin implementing resource plan to the extent feasible

*= first consideration

**= will take time to complete

From: Rimkus, Kyle R

Sent: Thursday, June 01, 2017 2:17 PM

To: UI-LIB-CAPT <capt@library.illinois.edu>

Cc: Christensen, Sarah M <schrstn@illinois.edu>; Sheridan, Helenmary <hsherid2@illinois.edu>;

Lampron, Patricia Ann <lampron2@illinois.edu>; Emerson, Melanie E <memerson@illinois.edu>

Subject: future of Shared Shelf, CAPT discussion item

To CAPT and the library's Shared Shelf stakeholders:

I have an item for the next CAPT agenda, although we could potentially discuss it here over email. Earlier this year it seemed to many of us that we were on the verge of canceling our membership in ARTStor's Shared Shelf service, which allows UI people to build open or restricted personal collections of images and to create descriptive metadata in a cloud-based system very loosely coupled with ARTStor and its associated services. The service never really took off here (nor indeed at many of the other places where it has been rolled out, despite the many millions of Mellon dollars invested in it). We had a stakeholder meeting (Namachchivaya, Rimkus, Christenen, Sheridan, Emerson, Lampron) in January 2017 to discuss the prospect of cancelation. At the time, the stakeholder group judged that it would be feasible to migrate content from our own instance of Shared Shelf to our new digital library, where it could exist in a similar form, minus of course many of Shared Shelf's largely unused bells and whistles, and that we were ready to recommend this as a course of action. However, and I don't know the entire story, but I gathered from Beth's comments at the meeting that John Wilkin had had a discussion with someone at ARTStor who then convinced him to grant something akin to a stay of execution for Shared Shelf at UIUC, in order to give ARTStor some time to improve Shared Shelf as a service before we decided it wasn't for us. Subsequently, we agreed we could wait until mid-2017 to make a final decision on what to do with Shared Shelf.

I just met with Sarah Christensen and Melanie Emerson, who have more contact with UI Shared Shelf users than any of us, for the aforementioned (albeit informal) mid-2017 assessment. Melanie and Sarah feel a Shared Shelf membership here is not worth sustaining due to lack of use (apparently there's only one faculty member on campus who really uses it anymore), and I agree. We would like to formally recommend we discontinue our Shared Shelf membership. I could be wrong, but I think our membership is slated to last until the end of this calendar year. We would like to know if there are any objections to this, and if not, whether we can gain CAPT's and the Library Administration's official stamp of approval on charging a group with the migration of Shared Shelf's eleven or so collections to appropriate new homes (we're thinking the group would consist of me, Sarah, Melanie, Tricia Lampron, and Henry Borchers). We expect migration destinations to include the digital library, possibly ARTStor itself, or other locations to be determined by the end of this year. This is in keeping with our ongoing strategy of consolidating image management services into a small number of applications focused primarily around our digital library, as a way to save on cost expenditures and make our locally offered digital collections easier for us to manage. The migration of Shared Shelf content could easily follow on the heels of our ContentDM migrations, which are wrapping up this month. Fortunately, we anticipate the Shared Shelf stuff would be many times less complex to migrate than the ContentDM stuff was.

If anyone has any thoughts or corrections, please let me know; otherwise, I'd like to discuss this at the next CAPT meeting.

Thank you,

Kyle