

SAA Metadata and Digital Object Roundtable

2011 Meeting Agenda

Wednesday, August 24, 1:00-3:00 pm

Hyatt Regency Chicago, Columbus G/H

Business Meeting, 1:00-1:50

1. Welcome
2. Announcements
3. Nominations and election of Co-Chairs
4. Reports:
 - New Mission Statement,
 - Survey (survey report is posted on MDOR website: <http://www2.archivists.org/groups/metadata-and-digital-object-roundtable/mdor-member-survey-results-2011>),
 - Tactical/Strategic Plans
5. Discussion
6. Open Floor

Election of Co-chairs

Roundtable co-chairs are elected for a term of 1 year, not to exceed 3 terms. This year 2 members are standing for election, Polina Ilieva (re-election to a 2nd term), and new candidate Jenel Farrell.

Jenel Farrell

Jenel has 11 years experience archiving and specializes in repacking collections for web distribution. Jenel has worked at the Minnesota Historical Society, was a librarian and worked on the web team at National Public Radio and on digital preservation at The Library of Congress. Jenel currently works at Minnesota Public Radio, where she built their iTunes U platform, and most recently created access to 44 years of archival history through the MPR Archive. Jenel has a BA in Linguistics and is a Beta Phi Mu Honors graduate with a Master's in Library and Information Science. Jenel is a Steering Committee member of MDOR and an officer and web admin in the local Twin Cities Archives Roundtable.

Polina Ilieva

Polina E. Ilieva, CA, is currently a Project Archivist at UCSF in charge of the multimedia collection of the Legacy Tobacco Documents Library (LTDL), digital library of internal tobacco industry documents. She acquires, digitizes, and processes multimedia materials from Tobacco Documents Depositories in the US and UK, creates standardized metadata for them, and uploads audio-visual recordings to the Internet Archive. Prior to joining UCSF, she was processing Radio Free Europe/Radio Liberty Records and leading web projects at the Hoover Institution Archives. She holds an MA in International Relations and a Ph.D. in History from the Moscow State Institute of International Relations (Russia). Polina is a graduate of the Archives Leadership Institute (class of 2011).

Program Presentations/Small group discussions, 1:50-3:00

Each speaker will present for 10 minutes and then we will have small group discussions. There will be three discussion groups:

- Digital forensics (facilitator: Peter Chan)
- Mass digitization (facilitators: Jody DeRidder, Erik Moore, Dan Santamaria)
- Linked open data (facilitator: Jenel Farrell)

1. Peter Chan, Digital Archivist (AIMS Project), Stanford University Libraries

"Using Forensic Software to assign Metadata to Born Digital Archives"

Abstract: The heterogeneous file formats and content types in most born digital archives pose a serious challenge to archivists in assigning metadata to individual digital objects. Stanford University Libraries has been exploring the use of forensic software since April 2010 to generate technical metadata and to assign descriptive and administrative

metadata to several born digital collections. The technical metadata includes checksum, file format, file size, file creation date, last modification date, and last accession date; descriptive metadata includes archival context (series, subseries, etc.), subject headings, and source media, and administrative metadata includes primarily access restrictions.

2. **Jody DeRidder**, Digital Services, University of Alabama Libraries, Tuscaloosa, Alabama

“Speedy low-cost delivery: digital access via the EAD”

Abstract: Large manuscript collections can now easily be delivered online without hand-created item-level descriptions. In an NHPRC-funded grant project, the University of Alabama Libraries developed a model for low-cost mass digitization which provides access to each separate document via the EAD finding aid. This approach seeks to simulate the user experience in the reading room while providing online access to material that otherwise may never be digitized. Open source software is provided, enabling use of this approach regardless of the EAD delivery method.

3. **Jenel Farrell**, Digital Archivist, Minnesota Public Radio | American Public Media

“Linked Open Data - Libraries Archives Museums”

Abstract: An introduction to linked open data: what technologies/meta elements are required, what are the barriers, what are the benefits.

4. **Erik Moore**, Assistant University Archivist and Lead Archivist for Health Sciences, University of Minnesota

“Rapid Capture in University Archives: A Model for Mass Digitization of Institutional Content”

Abstract: The University of Minnesota Archives contributed two case studies to the recently released OCLC Research report "Rapid Capture: Mass Digitization of Special Collections." This session describes the initiative begun in 2008 as part of the Academic Health Center History Project to create a low-cost high-volume process for scanning and providing access to historically valuable, previously hidden, University serial content and publications. To date, over 500,000 pages are digitized and made available through the Digital Conservancy, the university's institutional repository. The project has evolved into a core component of the University Archives program where it represents a renewed commitment to preservation and access of institutional information. This presentation will be a discussion of the work flow, resources, staffing, and technical considerations of this program.

5. **Dan Santamaria**, Assistant University Archivist for Technical Services at the Seeley G. Mudd Manuscript Library at Princeton University

“Medium-Scale Digitization”

Abstract: Dan Santamaria will discuss efficient, low-cost digitization strategies currently being tested at Princeton's Seeley G. Mudd Manuscript Library. These strategies are designed to work with undergraduate student workers, commonly available equipment, and preexisting descriptive metadata and may be of interest to repositories with limited resources dedicated to digitization of archival or special collections material.

The MDOR leadership

Janet Carleton (co-chair)

Polina Ilieva (co-chair)

Jody DeRidder (steering committee)

Jenel Farrell (steering committee)

Mark Matienzo (Web liaison)

Lisa Miller (steering committee/past chair)

Meg Phillips (steering committee)

Elizabeth Seramur (steering committee)

Jordon Steele (steering committee)

<http://www2.archivists.org/groups/metadata-and-digital-object-roundtable>