

Date: October 1, 2009

Name of Section/Roundtable: Metadata and Digital Object Roundtable

The Metadata and Digital Object Roundtable promotes discussion, education, and collaboration among archivists interested in digital archival objects and the metadata that enables their access, management, and preservation.

Officers

Cochair: Janet Carleton, Ohio University Libraries
Cochair: Deborah Green, University of Idaho
Web Liaison: Mark Matienzo, New York Public Library
Steering Committee:

Jody DeRidder, The University of Alabama
Polina Ilieva, University of California, San Francisco
Lisa Miller (past chair), Hoover Institution, Stanford University
Megan Phillips, National Archives and Records Administration

Council Liaison: Margery Sly

Report from annual meeting:

Number of attendees: 67 people signed in
Election results: Janet Carleton and Deborah Green re-elected cochairs
Summary of meeting activities: Meeting minutes attached

Completed projects/activities

Received five SAA 2010 session proposals for endorsement, and endorsed two. At least one proposal came out of one of the small group discussions listed below in the minutes.

Ongoing projects/activities: The roundtable continues to host sample administrative-side metadata records on its Web site, though no new records have been submitted for some time.

New projects/activities:

Diversity initiatives: None at this time.

Questions/concerns for Council attention:

1. MDOR is scheduled opposite the EAD Roundtable. We realize it is very difficult to schedule such a large and complex meeting, but the members of MDOR and EAD are the same audience. Our Web Liaison presented at EAD and missed our meeting, while our program presenter left after her presentation to go to EAD. Others floated back and forth between the two meetings. As the groups can only get together once a year, it seems particularly important for the members to be able to meet.
2. There is no section in SAA that addresses the needs of those working in digitization and digital libraries. This was recently brought home to me when I tried to pick an area of expertise on the mentoring form. My work, and the work of many others, was not represented there. (Carleton)

-----Attachment-----

Minutes of the Metadata and Digital Object Roundtable Annual Meeting

Society of American Archivists, Austin, August 12, 2009

Cochair Janet Carleton ran the meeting.

1. Announcements

Program Committee representative announced the next meeting SAA meeting would be in Washington D.C. and that proposals were being accepted until September 24, 2009.

Mahnaz Ghaznavi, NHPRC, discussed upcoming rounds of NHPRC grants and that she would be at the booth on Friday from 11 am to 1 pm.

Margery Sly, Council Liaison, described some of the decisions made at the Council meeting.

2. Business

Carleton introduced the roundtable leadership.

Miller nominated Carleton and Green to serve another term as cochairs with the stipulation that one will stay on next year for continuity.

Two candidates were re-elected as cochairs of the roundtable: (1) Janet Carleton, digital initiatives coordinator at Ohio University Libraries, and (2) Deborah Green, digital initiatives librarian at University of Idaho.

Carleton led a discussion about where we want the roundtable to go now that it has been in existence for five years.

There is not a section in SAA for digitization and Carleton asked for a show of hands for how many in the room were involved in digitization. About half the room raised their hands. Carleton asked for a show of hands for how many were working with born digital items and less than half raised their hands. When asked how many were doing metadata fewer raised their hands.

The possibility of collaborating with other roundtables was briefly discussed. One possible project was to look at creating standards for what kind of metadata people should be capturing while creating born digital objects.

3. Program

The program began with a speed presentation from Sibyl Schaefer, New York University, on "One Database, Multiple Descriptive Standard Outputs, and Integrated Searching."

Phillips asked for discussion topics from the audience and several people came up and presented some questions about what they were interested in learning and discussing with others in the roundtable.

The larger group broke up into 4 sections for discussion.

Group One: What does minimal processing mean, especially in the digital world?

Group Two: Folksonomies and how to describe complex digital objects in virtual environments. VRA initiative about how much descriptive metadata is imbedded with the object.

Group Three: Digital objects and digitization workflows—how they fit. How to implement digital objects with EAD? What do we do with them and some best practices were discussed.

Group Four: Records management of archival metadata for born digital objects.

After the highly engaging small group discussions, the entire group came back together and gave a brief description of the different topics.

The group approved the structure of the meeting as it has just occurred.

Meeting was adjourned.

Minutes by Deborah Green, University of Idaho Library