

Muir



Information Hub Development Committee Agenda
September 6, 2000
UD Mercy - McNichols
8:30-11:30

- | | |
|---|--------------------|
| Review Agenda and Minutes | 8:30-8:45 |
| Follow up from Visioning Meeting | 8:45-9:15 |
| Design Survey Instrument | 9:15-10:45 |
| Task Forces and Teams | 10:45-11:05 |
| Health Sciences | |
| Cultural | |
| Economic Development | |
| Metadata Standards | |
| Steering Committee Report | 11:05-11:15 |
| Announcements | 11:15-11:30 |
| Associated Press photos | |
| Next meeting: | |
| Minutes: Tubolino | |

Information Hub Development Committee
UDM – McNichols Campus
September 6, 2000
Minutes

Present: Scott Muir, Chair
Dee Callaway
George Libbey
Sandra Martin
David Murphy
Karen Tubolino
Ann Walaskay

Follow Up to Visioning Meeting: S. Muir and K. Tubolino met with P. Jose after the last Board meeting to talk about the meeting with epixtech and the IHDC budget request being sent to the Finance Committee. The budget will contain three parts, first a request for two staff positions (a librarian and a systems analyst position). Second is a request for a digital lab including servers, software and workstations with a camera. The third part for integrated search engine software is being held for the following year and is included for planning purposes. DALNET may want to look for outside funding for the software piece. Staff would be cross-trained to allow for more depth and backup for DALNET staff.

Scott sees the role of this committee as overseeing the Information Hub, setting policy and direction and not designing the product or monitoring daily activity. However, the timeline for hiring staff to do this once the Board approves it may take up to a year.

Scott will review the Information Hub Development Plan and send it on to the Board as a 'working document' which is subject to revision but which may act as supporting documentation for a financial decision. He will also send a copy of the scenario Willy designed to the Project Managers.

Survey Instrument: The following are items to be incorporated into the survey which will be sent to DALNET member institutions through each library's Project Manager.

- what potential information databases do institutions have that could go on the Hub
- what technology does the institution already have to support this
- what condition is the collection in?
- what format is the information in (documents to be scanned?)
- is it pictures only or does it contain descriptive information
- how old is it
- is there a preservation issue
- will the data need constant updating or is it a static project
- has any work been done on it to date
- what importance does the institution put on the project
- who is the audience
- is it marketable? Promotional? Financial?
- can it become part of a larger SE Mich. collection
- how large is it
- what copyright restrictions exist? Is it proprietary
- what resources will the home institution contribute to the project?
 - equipment
 - staff
 - funding
- does the sponsoring institution have 501 C3 status
- are there grant application opportunities
- have you been approached by anyone who has a collection they want to make accessible

Additional issues:

- What will IHDC do with the results?

- How will the projects be evaluated?
- Do we want to use a program such as SPSS or EXCEL? E. Hochman at WSU may be able to assist with this.
- Some projects may have been conceptualized but have no funding sources, others may be projects that have not been thought through yet
- Grant agencies like to fund cooperative projects which these could become
- Decisions that we make will shape the Hub and must be dependent on the Mission and Vision of DALNET. This will have to guide our priorities
- IHDC will meet with PMs to explain their role in the survey
- The survey will be sent out on an annual or semi-annual basis
- We may want to set up the survey in two or more parts; one to identify potential projects and later to gather more technical and in-depth information for evaluation purposes
- These projects may take different paths. A member institution can partner with an agency to do a project with little intervention from DALNET. Or DALNET can partner with an agent to do a project. At what point does the Board need to get involved? Who 'owns' the database?

Task Forces:

Health – Bob Harris has the contract for S 3

Cultural – They meet on Sept 13 at 2:30 to review the comments from the breakfast. There were Some grant opportunities approaching but we will miss the deadline.

Economic – The first meeting will take place on Sept 26 at 2:00. Bob Holley (WSU) is the Convenor. Members include: D Murphy (Walsh), Teresa Prince (MCC), Marva Greenwood-Smail (DPL), Sally Lawlor (WSU) and Ron Hall (WSU). Advisors include: Pamela Lazar (SEMCOG), Agnes Patterson (VP Community Affairs, Fank One) and Kurt Metzger (CULMA).

OTHER:

UDM has arranged for a free 30 day trial of Associated Press photo database. It is a major photography collection. Details will be sent out.

IHDC Reaction to epixtech Visioning meeting:

IHDC did not think the information hub concept was a priority for epixtech.. We sense that it would be up to DALNET to initiate activities and our past experience with epixtech calls into question how fast they could deliver on any product they conceptualized. IHDC did like the fact that L. Porter said no resources would be diverted from their main product and that any new product they create would conform to industry standards and would likely be based on XML. But we did not hear that they would take any lead in the development of these standards. We had the sense that they were more interested in following e-business models. IHDC would like to look at viable alternative products and vendors but we feel that the Board needs to address the question of what obligation the partnership agreement puts on us regarding seeking other vendors without negating the spirit of our partnership with epixtech.

Next meeting is September 20 at 8:30 at Oakland Community College in Farmington. A Walaskay will take the minutes

Karen Tubolino