June 14, 2017 - Minutes

Recording: [http://recordings.flvc.org/NP/Lydia/DISC/DISC_2017-06-14.mp4](http://recordings.flvc.org/NP/Lydia/DISC/DISC_2017-06-14.mp4)

- DISC Membership Opening (Jamie)
  - Jamie’s last DISC call; thanked everyone for their work over the years. Kelly Browan (Sp?) from FIU will be joining the committee.

- DISC co-Chairs and Secretary Nominations/Volunteers (Jamie)
  - Discussion of how many members from SUS and FCS institutions serve on the committee. The committee’s guidelines are that 11 SUS and 3 for FCS. Currently there are 11 SUS members and 5 FCS members not on the committee (we will be losing one of each in July with only one vacant position being opened).
    - No one felt strongly; perhaps we should just open it up and see who applies for the vacant position no matter their institutional affiliation. That was agreed upon.
  - We will need two co-chairs and a secretary for the July DISC meeting. Co-chairs have traditionally been staggered but this time they will start together. We can start that today but Jamie recommends the process is completed on the July call when all new members are present.
    - Lee, as long as she’s in attendance, will help lead the July call and complete the nomination process. Lydia will do so if Lee is unable to attend.

- ArchiveSpace Working Group update (Joanne)
  - ArchiveSpace WG is set up under DISC - met once and will be meeting on 6/28 and anyone can join the group if interested. They are looking into getting an ArchiveSpace sandbox set up for the group. No FLVC update on this at the moment except Amanda was requesting from SysAdmin to create the sandbox with the St. Pete College instance they worked on earlier this week. Also, speaking with Lyrasis about helping/hosting the FLVC instance of ArchiveSpace.
    - Currently, UCF, FAU, St. Pete College and Amanda from FLVC on the group.
    - Per Amanda, still working on the sandbox as revamping the St. Pete’s instance is taking a bit more than expected to set up as a Sandbox for everyone (and planning for it not to be IP restricted; just need an account). Quote has been received back from Lyrasis; It seemed very reasonable to Amanda (Lyrasis is excited to work on this project) but now it’s up to the powers that be.
      - Hosting with Lyrasis - $30,000/year for all institutions with one time $10,000 set up fee
      - If only using the migration services to FLVC hosted version, would be $5,000 for all institutions.
      - Currently, this has been thought of as a FALSC purchase, no costs for members to use

- FLVC updates (Lydia)
  - FALSC update just went out a few days ago from Elijah; a Florida OER summit is upcoming September 7-8 at Hilton Daytona Beach Resort/Ocean Walk Village (For more information: OERSummit@flvc.org)
Still looking to hire a new Director for Digital Services and OER. There is a search firm that has been hired to conduct the search but the position has not been posted yet.

FDA survey is due today; they have gotten responses from most of the universities and several colleges. Lydia will follow up with affiliates if they don’t hear from them. FDA affiliates meeting will be held to discuss the results of the survey in the future. A requirements document for a long-term DP system is also being worked on by Lydia.

Per Wilhelmina, at Islandora Internal Developers Meeting tomorrow, entities will be discussed for being added to FSU production site (which uses MADS).

Mike Beakman has been appointed the COO of FLVC.

- **DISC** member announcements (All)
  - FLIIRT will be meeting in the future; illness and scheduling have delayed meeting. May look into another face to face meeting this summer.
  - ISG will meet as scheduled this month
  - UCF is starting to migrate their ContentDM collections into their Islandora site; hoping for a smooth migration but it will take some time to complete.
  - Encore harvesting update: Innovative has released new software to FLVC that has to do with Encore harvesting. The developers are working on installation. This update will allow for scoping of digital collections by institution. There is also a call with Innovative and FLVC scheduled to discuss the display of digital collections and other digital collection concerns.