July 12, 2017 - Minutes

Recording: http://recordings.flvc.org/NP/Lydia/DISC/DISC_2017-07-12.mp4

- DISC Co-Chairs and Secretary Nominations/Volunteers (Lee/Lydia)
  - Kelley from FIU has volunteered to be secretary
  - Krystal from FSU has volunteered to be a co-chair
  - Discussion about co-chair predicament (lost both at the same time); they should usually be staggered but not sure how to move forward at this time. It may depend year to year on how many applicants apply to join DISC
    - Lee noted that many people listed as being members of the committee who never attend meetings so we’re missing possible leadership in members who do not participate.
  - Explanation of what being a co-chair is; to uphold the charge of the committee and to communicate out. Common tasks: Quarterly reports, setting the agenda and running the calls for the meeting monthly, attendee at Member Council meetings (in person or virtual), major projects as decided by parent bodies, and maintain open lines of communication for overlapping sub-committees
  - Proposed solution: a single Chair for a year and then the Secretary moves up to Co-Chair the following year. In the event a chair cannot attend, the liaison or secretary can step into co-run the meeting as needed.
    - This needs to be written and sent to Members’ Council. Lydia will do so.

- FLVC Updates (Lydia/Lee/Amanda)
  - Search for Director for Digital Services has begun; job posting is out there now on UWF job board. Estimate to hire is by August/September
  - All hands on deck with next-generation ILS work at FLVC. A full test load of Encore harvested materials of digital objects is starting this month and made available for review sometime between now and October. Other development issues are still under discussion with Innovate
  - Survey results from FDA users are in; those are being compiled and next step will be to share with FDA affiliates and then a face to face meeting or a series of web sessions to go over the results and to review a list of requirements for a new system being drafted based on feedback.
  - The IR project with Islandora is also moving forward
    - UPEI has committed to doing some programming work to include ORCID in Islandora and Gail Lewis is joining that work
    - Lots of work being done on this in various universities. IR-Admin calls are happening and if interested in being on them, let FLVC know and you can get the calls.
  - ArchivesSpace - there is an open ArchivesSpace sandbox now; ask Amanda for access. The sub-group is looking for people who have experience in the system to mine for information on using the system. Also, waiting on funding and how to move the project forward.

- Sunshine State Digital Network (DPLA) update (Lee/Lydia)
  - SSDN is the new name for the DPLA hub for the state; update given this morning on a call which included members of DISC, other universities, and colleges as well as the State Library.
- FSU, University of Miami and FIU have been working on getting this up and running. A lot of testing is being done with the different hubs and metadata mediation.
- Knight Foundation grant was received for the planning and preparation work to onboarding and then outreach work in the state for the next cohort.
- If interested in being a part of their working groups moving forward, a website will be available soon with more information. Also how you can participate will be forthcoming as well.
- Many were excited by the call and the discussion about how to bring more institutions on board over time especially those institutions outside of the academic umbrella.
- SSDN will also be reaching out to FALSC to see how that organization can support the work as well.
- Future agenda item: have Matthew walk through the process for onboarding in the metadata area.
  - Working Group updates (All)
    - none at this time
  - DISC member announcements (All)
    - UCF: officially moving some collections out of CONTENTdm into Islandora so starting to work more with Islandora with new and old collections.