DISC Digital Preservation Working Group minutes 4/17/19

Attendees: Lydia Motyka, Kelley Rowan (FIU), Dean DeBolt (UWF), Chris Levesque (Pensacola State College), Lee Dotson (UCF)

This was the first meeting of the new group, and not all members attended. It was suggested that recommendations from this first meeting be sent to the entire group for approval, and a Doodle poll be created for a second meeting within two weeks so that the entire group can participate in a more formal initial meeting.

Discussion items, suggestions, and action items from this meeting:

- Dean suggested that the first action item for group members might be a written paragraph or two from each member describing present preservation needs.
- Dean shared the current preservation concerns at UWF, and the impression that UWF library administrators might have that, because materials were loaded into FL-Islandora, FLVC had assumed preservation responsibility for these materials. Lydia commented that, although FLVC does back up the FL-Islandora system, this was not to be understood as a commitment to long-term preservation of FL-Islandora materials in a long-term preservation repository.
- A suggestion was made that this group might be able to make use of the requirements spreadsheet being compiled as part of the initiative to explore a group contract for a third-party hosted digital preservation system. Lydia clarified that that work is a separate FALSC initiative and not part of this DISC working group.
- A suggestion that the group might contribute to the maintenance of the Digital Preservation Resource Guide (libguide), both in adding to FAQs and assisting our local community in better understanding issues related to digital preservation.
- A suggestion that the group start and maintain a list of top-rated long-term preservation systems, and that this might be added both to the charge and the goal of the group.
- A suggestion that perhaps 15 minutes or so of every meeting be devoted to a presentation on the topic of digital preservation, to assist the group in educating itself about the discipline and its issues.
- A discussion of how the group might inform Deans and Directors about issues of digital preservation. Several options were put forth:
  - Emailing Deans and Directors directly
  - Forwarding materials to the MCLS DISC liaison for forwarding to MCLS members
  - Including reports from this group to be included in DISC Quarterly Reports
  - Kelley Rowan, as DISC Chair, agreed to look into options available to the group
- A Doodle poll for the next meeting, to be held within 2 weeks, will be sent by Lydia. This will be a more formal organizing meeting.
- A second Doodle poll will be sent by Lydia to establish a standing monthly meeting date and time.
- A listserv will be created for this group, to facilitate communication.