

Information Hub Development Committee
February 7, 2001
Minutes

Present: Scott Muir, Chair, Dee Callaway, Willy Cromwell-Kessler, George Libby, David Murphy, Karen Tubolino, Ann Walaskay

Minutes Minutes for the 12/2 and 1/17 were approved.

IHDC Project Plan The current draft was reviewed. Assignments for revisions were made. Everyone was requested to send revisions and suggestions for the plan organization to the IHDC listserv by Feb. 12th. The new version will be sent out to the Board by the 16th for their next meeting. The format needs to be tightened and an outline bolded. The intention is to have a detailed plan of what needs to be done as a working document for the IHDC. Decisions about who will be given the tasks will be made later and relate to the structure of DALNET after the arrival of the new DALNET Director.

Process for Approving Projects Developing an approval process is being incorporated as a task into the Project Plan. Two articles that describe the process at Harvard and Indiana University will be cited in the plan. The articles should be read for discussion at the next IHDC meeting.

Digital Labs Agreement Suggestions for changes in the wording of the agreement and assumptions were given and will be fleshed out by G. Libbey. The corrected version will next be sent to the Finance Committee for approval.

Projects Received To date two hub project proposals have been received. UDM submitted a proposal to digitize speeches from Black Abolitionist Archives. The first phase would digitize 800 documents out of a collection of 14,000. External funding is being sought. Photos of the speech makers may be found to add from photo archives.

Another proposal is from the VA Hospital Library on the subject of an old VA hospital building in Allen Park slated for demolition. Since it is on the National Historic Register, there is a federal mandate to preserve its history and copies of photos, video clips, writings, and site plans will be preserved in digital format. The VA will fund the project.

Potential projects from other DALNET institutions were mentioned and are still being developed prior to submission. They include WSU--a history of the African American Study Club; OCLL/WSU Law-- collection of court proceedings; UDM-- Dudley Randall poetry archives, Jesuit relations, Varsity News student newspaper, Journal for the School of Architecture; OCC-- Ceramic Arts images, Hamtramck oral history collection, Alternative energy automobile design contest.

K. Tubolino urges members to talk to others in their institutions about potential projects. Even if fully developed proposals are not ready, please send her an email to indicate projects that are being considered. She will bring this to the Board.

Database names for DALNET page/links The Board has requested that the IHDC reconsider the name "Im@gine" for hub databases. While an over-arching search engine does not yet exist for integrating hub databases into a whole, (the totality was conceived as "Im@gine"), the IHDC recommends an interim solution to replacing the name "Im@gine". Alongside the existing DALNET logo which includes the name "Im@gine", use "Gateway to Health Resources" as a prototype. Individual health-related databases would be listed under this heading. Other broad subjects would be labeled similarly: The logo next to "Gateway to Transportation", etc. Eventually, topics would be searchable within an individual database, within a gateway grouping, or within Im@gine as a whole.

Task Force Reports

Health Sciences -- The Health Calendar is progressing. Each organization will have their own calendar to update which will also be integrated into a combined calendar for all. Eight organizations are participating to date. The task force has lost one member from OCC and gained two from UDM.

Cultural -- The costume database project is being worked on by WSU and the Detroit Historical Museum only and will not be using Ameritech grant funding. The task force has many other ideas for developing pilot projects.

Economic Development -- They may be working to develop a finding tool for librarians to assist with searches for start-up businesses. Ideas are on hold for now.

Metadata -- The task force meets tomorrow. The data element set is almost finished and will be posted on the web. An encoded element set for XML is being created.

Infomine A workshop on Infomine will be presented on May 1st for DALNET members at UDM. After seeing the presentation, the IHDC will be considered for the Hub. CORC is an alternative that requires a commitment to OCLC products. Infomine and CORC (or other products) are not mutually exclusive.

Next meeting The next meeting will be held at DPL on February 21st.

Submitted by Ann Walaskay

Excerpts from the Information Hub and Steering Committee meeting

- This was a very positive meeting; consensus was reached early, discussion of specifics took up most of the meeting. The committees reached consensus on broad patterns and many specifics even to the point of the chart developed

Immediate Steps

- Liaisons have been set up between IHDC and (Horizon) Steering Committee (Leo Papa to IHDC, Joan Emahiser alternate; George Libbey to (Horizon) Steering Committee, Karen Tubolino alternate).
- Listservs for each committee were opened on request to members of the other committee.

New Organizational Structure

- New committee structure could help to decentralize decision-making and make the process more representative.
- Lines of communication among committees and to the Board need to be more clearly defined.
- Chair of IHDC and other committees should be members not DALNET staff
- Clarify that the Steering Committee is the HORIZON Steering Committee not DALNET Steering Committee. The Steering Committee came into existence to implement the conversion to Horizon. Its role is still critical due to enhancement schedule, upgrade issues, and new members
- IHDC is the more comprehensive committee, as its role changes we would need to expand the representation on that group to represent all the diverse elements within DALNET now (see proposed new structure)
- Liaisons from each DALNET committee could be appointed to the IHDC, either for attending meetings or receiving listserv communications.
- Suggest changing name of IHDC to DALNET Hub Steering Committee or IM@GINE Steering Committee
- Proposal that some form of a technology advisory group be set up to deal with the impact of these issues on Finance, Steering and HUB, Technical Advisory Group: would communicate directly with DALNET staff; this offers the potential of getting more expertise, more representation, and better distribution of tasks.
- The Project Managers' roles have changed. Originally set up to discuss options and implement NOTIS, their current role has stressed implementation rather than active discussion and recommendation of procedures. Occasional requests are generated through the Project Managers meetings, but the emphasis is on dissemination of information. Need to clarify the roles of the Project Managers. Suggestions were:
 - Implementers at each institution
 - Give feedback on and advise to IHDC
 - Communicate what each institution is doing and share knowledge and expertise

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