ISRAC Conference Call
Notes
December 2, 2005

Present: Rosalie Lack (CDL), Lena Zentall (CDL), Brian Warling (UCSF), Dan Goldstein (UCD), Margaret Hogarth (UCR), Maureen Burns (UCI, facilitating), Stephen Davison (UCLA, recorder)

Absent: Emily Lin (UCM), Susan Moon (UCSB), Greg Careaga (UCSC), Vickie O'Riordan (UCSD), Maryly Snow (UCB)

1) Hands-On Image Service (ARTstor and UCIS) Experimentation Sessions with HOPS and ISRAC (all UC together or one North/one South?)

Discussion: Reaction from HOPS might not be favorable given time constraints. They may also question inclusion of ArtStor in such a session. ArtStor not a relevant resource at UCSF. Suggestion that a couple of ISRAC members attend HOPS; but they probably wouldn't welcome that either. "If they want it, they will ask."

Consensus: Emily should talk informally with Donald and convey our willingness to attend HOPS meeting in person to demo or discuss (as HOPS wishes)

2) Folder Management

Rosalie and Dan presented the two implementation options that have been identified. Option 1 is a password model and requires campus staff to manage passwords and permissions for users. In option 2 ("Organized Chaos") CDL (in consultation with ISRAC) would create a folder structure that would organize the groups, but users could still view and edit each other's groups. These options are the result of several conference calls and a call with Luna. The groupsfolders.doc document is the result (summarizes options in a nifty table). Option 1 has two variants: 1a – local campus administration of passwords; 1b – self generation of account and password by the user.

Option 2 is essentially a stopgap measure until better authentication systems (better than Imageservice specific passwords=unsustainable model) are in place. It's not secure in that it is possible for other users to change folder contents, but it is the best that we can do for now.

Discussion: Best practices would be needed for option 2 to work. Best practices guidelines could include rules on labeling/naming. Can users create their own folders? Not right now. It is not clear whether that capacity exists or not. Dan indicated that archiving old material is an option be considered.

An adequate authentication scheme would require a lot of development time so is not a near-term solution. Passwords are ruled out: "CDL is not in the password business and doesn't want to be" (Rosalie).

Option 2 is a stopgap; option 1b with standardized authentication is the goal; Dan pointed out that option 1a is not our call, but for HOPS to decide.

Dan has drafted some best practices for option 2.

Consensus: UC-wide authentication with Option 1 is the ideal; but Option 2 is the stopgap we will be adopting for now

Action items:
- develop best practices doc (Rosalie and Dan and ?) in three parts:
  - where users should put things
  - how to name groups
  - guidelines on protecting groups (i.e. periodic download)

To be determined: schedule for archiving and deletion

3) Personal Collections Testing

Lena distributed Personal Collections Test document (pctest_cdl.doc). Test will be six months, starting in January. 10 test accounts, one per campus. Will use Insight v5.1 (not delaying test for v5.5). Lena will create brief documentation.

Discussion: Need volunteers to test before going to faculty. How should we do assessment: questions will go to campus Libraries/VRC staff. Possible action item: Rosalie and Maureen will continue to work on the assessment issues. Brian asked if our charge actually included this type of assessment. Lena suggested that assessment could be done by local curator, who could pull in faculty on their own initiative.

Consensus:
- We are uncertain how far our charge goes towards this type of asseesment. It may be that HOPS would not want us to go too far, too formally. Emily should talk to Donald before HOPS meeting before we go too far. Consensus was that creation of 10 campus accounts is good, and that campus-based testing with volunteer faculty or staff groups is ok (this is part of our self-education), but that we should not go ahead with a formal assessment exercise before getting a read from HOPS.
- Lena will find out if we can have view only access to other campus accounts

4) Other Business

- Lena, Maureen: Survey re campus collections and systems will be distributed in the near future.
- Maureen did another workshop this quarter and has improved help documents; she will distribute those asap.