

ISRAC Conference call meeting 11/4/2005

Present: Susan Moon (UCSB), Maureen Burns (UCI), Greg Careaga (UCSC), Margaret Hogarth (UCR), Vickie O'Riordan (UCSD), Maryly Snow (UCB), Stephen Davison (UCLA), Rosalie Lack (CDL), Lena Zentall (CDL).

Not present: Emily Lin (UCM), Dan Goldstein (UCD).

Minutes:

1. HOPS response - none yet
2. Listserv page
 - a. The list is a closed list, so participants should be limited to a few key people.
 - b. The list is for disseminators of information about image service.
 - c. Key edu-tech folks can be added.
 - d. There probably won't be much traffic.
 - e. Send Lena their names and email addresses.
3. Lena's pages
 - a. Publicly available collections
 - i. The public is not our primary target.
 - ii. Of the choices available: Put "Public access" under the 4th column labeled "Access".
 - iii. Install an anchor below explaining free access.
 - iv. Concern that the links are on the left. General usability encourages links to be in the image and in the title.
 - v. Do not link the image or collection name because we want to emphasize the Java client version.
 - vi. Page will be staged on cdlib.org
 - b. Deploy Director
 - i. The Deploy Directory download is too slow, about 5 minutes. Not a viable option.
 - ii. It is confusing. If left idle for a length of time, must re-start the whole thing.
 - iii. It keeps the files but not the shortcuts or icons.
 - iv. Using the deploy director from Luna may solve this.
 - c. Java client links take users to the download page.
 - i. On the download page there are directions for opening the java client if it is already downloaded to the computer.
 - d. AMICA gives full access to everybody, so there is just one level of permissions now.
 - e. What's the difference? page
 - i. Being worked on.
 - ii. Possibly add a section about the deploy director and Rumsey.
 - iii. Add an explanation about the Rumsey collection.
 - iv. **Action item:** Maureen will write the blurb.
 - f. Accessing the Collections
 - i. LUCI and Saskia were separated.
 1. Lena is checking with Susan Stone to see if LUCI is accessible to everyone, not just faculty.
 - g. About/Overview page
 - i. Simple
 - ii. Consolidated all collection information
 - h. Terms of Use
 - i. Added new section
 - ii. Added rights information, and which field contains rights information.
 - iii. **Action item:** Maryly has a concern about posting images to instructional web sites. Send it on.

- iv. Postpone the conversation until we talk with licensing people.
- v. Want the terms of use to be accurate
- vi. The page is not meant to restrict anybody, but it does reflect license terms.
- i. Help
 - i. Before we had separate links that opened separate windows.
 - ii. Discovered there are 2 different help guides, 1 for browser version and one for the java client version.
 - iii. It would be better to just list those links, less maintenance.
 - iv. Some common help functions would be listed.
 - 1. Users can search the manuals using the suggested terms.
 - v. Add a CDL help link. Actually, it is 2 links:
 - 1. CDL feedback form email form.
 - 2. Also questions to survey.
 - vi. Add a link to campus contacts.
 - vii. What is help?
 - 1. Users who might want hands held
 - 2. Users with technical problems
 - 3. Who do we want to contact? CDL or campus contact?
 - 4. Break out help onto own page.
- j. Linking Suggestions
 - i. This information is for people who maintain web sites.
 - ii. Top part of the original version is a link to another page on the CDL site.
 - iii. Bottom part is the actual text.
 - iv. Wordy.
 - v. It functions as a linking page
 - vi. Put on image service web site
 - vii. Tries to tell you what the collection is all about
 - viii. At bottom is an example
 - ix. For a catalog? For A-Z lists of resources?
 - x. Example for whole and for an individual collection
 - xi. SCP will send out catalog records for collections? It was recommended. JCSCP will need to do that.
 - xii. Examples from campuses were used.
 - xiii. Campuses use this information how they want. Critical information was included as an example.
 - xiv. Perhaps campuses should take the lead on providing examples.
 - xv. **Action item:** Lena will work with Margaret and send out another version.
- k. Contacts
 - i. 1 contact per campus
 - ii. What is the purpose of the list? To list who has contributed content and/or who is the primary person who will funnel the question?
 - 1. When a user sees multiple people they don't know who to contact.
 - 2. Big campus, different people will know different people.
 - 3. It's for those who don't know who to contact.
 - 4. If there is not a visual resource curator, then it will be the person who contributed content.
 - iii. We must determine purpose of the page.
 - iv. In some cases two contacts might be appropriate: one for usability, one for content.
- l. Home page
 - i. **Action item:** Maryly will send suggestions.
 - ii. **Action item:** Lena will mock something up.
 - iii. Link to home page on the linking document
 - iv. First pass = CDL branded

- v. Breadcrumbs would be nice.
 - vi. **Action item:** Get these changes up, then look into suggestions.
 - vii. Home page may be the last document we change.
4. Personal collections testing
- a. Will it be possible to test personal collections in the next several months?
 - i. CDL would like a 1-page overview of what we want personal collections to do.
 - 1. The text will guide what we want to do with it.
 - 2. What will be the purpose of the test?
 - 3. What do we want to get out of testing?
 - 4. Who is it for? How many campuses?
 - 5. What are we trying to test? We know there will be software characteristics. What else do we want to test?
 - 6. "I want to be able to add images to my collections."
 - 7. **Action item:** Maureen and Maryly will work on the document.
 - 8. Looking at ways to bring in Ingest paths. Want to tackle the big picture of it all.
 - 9. Describe the tool from what the need is. We want to understand the underlying problem and need.
 - b. Personal, campus collections
 - i. Open testing up to more collections?
 - ii. More important for faculty, curators, campuses
 - c. Studio is a feature of Insight that is intended for campus collections.
 - i. Nancy has talked with Laine about it.
 - d. Institutional collections also.
 - i. Personal collections came with 5.1. We can test personal collections first and test
 - ii. Maureen has a faculty member who wants to try it out. The faculty member wants to teach with Insight tools and would like to test it to see if it will work for her.
 - iii. Currently, faculty are using slides for their collections.
 - iv. Campuses with ArtSTOR are putting images into ArtSTOR. In offline viewers.
 - v. Might be fun to compare notes, just starting that this week.
 - vi. Adopters will be easier to find if they can put their stuff into Insight.
 - vii. Some campuses will be creating images for their faculty.
 - e. Vickie reports that creating personal collections in ArtStor is clunky but cool and fast.
 - i. **Action item:** Vickie will send an email explaining the difference between the offline viewer and ArtSTOR.
 - ii. Folks like choices. People in the trenches can define what we are trying to solve.

Next call November 16, 2005

Agenda item:

- 1. Collection development policy for Insight-ready free collections