

## PREMIS Editorial Committee Conference Call Notes

18 Jan 2007

In attendance: Rebecca Guenther, Brian Lavoie, Olaf Brandt, Zhiwu Xie, Rory McLeod, Gerard Clifton (notes).

Apologies: Yaniv Levi, Priscilla Caplan, Bill Leonard, Steve Bordwell.

### 1. Assignment of note taker

Gerard Clifton volunteered to take notes for the call and each third Thursday of the month.

Rory McLeod volunteered to take notes for the next call (February 1).

### 2. Significant Properties and Preservation Level

Amendments to the draft proposal for changes to significantProperties and preservationLevel were discussed. PreservationLevel to be made repeatable in Option 5.

**ACTION:** Gerard Clifton to amend the draft, post it to the PREMIS Implementers' Group wiki (linked from a 'changes for discussion' page via the Revisions page), and notify the PIG list.

### 3. List of Changes

Brian has de-duplicated the lists of changes for the Data Dictionary (covering both the expanded LoC list and those from the PIG list) and grouped them into categories (see

[http://pec.lib.uchicago.edu:8888/pec/uploads/1/DDrevisions\\_deduped.doc](http://pec.lib.uchicago.edu:8888/pec/uploads/1/DDrevisions_deduped.doc) on the EC wiki).

The general method of working would be for EC members to:

- sign up for changes,
- read up on the background to the change from the PIG list,
- outline the relevant issues,
- propose some solutions and then
- shepherd these through discussion and recommendation,
- add each recommendation to the 'Recommended changes' section of the PIG wiki and
- announce the recommendation to the PIG-list.
- Final recommendations should also be moved to the public Web site.

However, the de-duping exercise (and groupings) highlighted different kinds of change requests and queries which could be handled in a number of ways but following the basic approach:

- *Changes which will require little or no discussion.* Recommendations can be put forward by members. Once agreed, these could be moved to the 'Recommended changes' page on the PIG wiki.

- *Changes requiring clarification only.* Members take on the task of clarification, writing new definitions, etc., then put these forward to EC for brief discussion and recommendation.
- *Changes requiring more in-depth discussion.* Members sign up and take these through the whole process, including discussion with the PREMIS Implementors' Group, if required. Where possible, the Committee should aim to limit the number of changes requiring extensive discussion.

It was also suggested that the 'Interpretation of Existing Semantic Units' section be broken up into smaller groupings, if possible.

**ACTION:** Brian Lavoie to:

- review groupings in the de-duped list, breaking up the 'Interpretation of Existing Semantic Units' section
- flag items in the list as either 'needs discussion' or 'no discussion',
- re-post the document to the EC wiki in advance of the next call (Feb 1).

The process for schema revisions was also discussed. It was agreed that schema changes already being covered in the Data Dictionary list should be removed, as they will be discussed as part of those revisions. Only 'schema-only' changes should be included in the schema changes list for revision. Zhiwu noted that there were probably only 3 to 4 major schema changes requiring extensive discussion; the other schema changes would be relatively simple. It was suggested that the schema sub-group would come up with proposed solutions for the major changes and send these for discussion by the PREMIS Implementors' Group.

**ACTION:** Zhiwu Xie to de-duplicate the schema list (also removing double-ups with the Data Dictionary list) and send to the EC list before next call (Feb 1).

#### 4. Upcoming Tutorials

**Sweden, March 7-8, Stockholm:** Rebecca reported that there had been a conference call between presenters for the upcoming 1.5 day Stockholm tutorial and that it should be straightforward. Rory will also be there to observe.

**ACTIONS:** Regarding publicity for the event:

- Rebecca Guenther to link to the tutorial page from the PREMIS main page and to request finalized announcement text from organizers (and copy Olaf in, as she will be on leave shortly).
- Olaf Brandt to wait for finalized announcement from organizers and alert the EC when it is available.
- EC members to post the announcement on appropriate lists.

**TICFIA - Albuquerque - April (1 day):** Zhiwu sought opinion on a reasonable attendance fee for non-members for this tutorial. It was suggested that, based on others' experiences (e.g. covering costs) and in comparison with other conferences, \$75-100 would seem reasonable in this case.

**IS&T – May:** Rebecca noted that speakers for the IS&T tutorial are also being charged to attend. There was a suggestion that, in future, where additional funds are generated for an institution by hosting a PREMIS tutorial, we should encourage the institution to make a donation for PREMIS development.

**ALA conference – June 21:** Rebecca reported that a room at the Library of Congress had been organized. This will be a free tutorial, with refreshments and the room fee covered from PREMIS funds.

[**ACTION:** All...?] Participants for an Implementers' Panel are sought for the June 21 tutorial, in Washington.

#### 5. Sub-group activities

**PREMIS in METS sub-group:** Rebecca has sent a message to participants from the DLF forum (November) who expressed an interest in this group, but has had no response yet (possibly due to the holiday break).

**Rights sub-group:** The Karen Coyle paper has been posted, but there has been no feedback or discussion. The EC still needs to find experts who can look at the issues. Rory said that he was hopeful that someone from the British Library might assist, but she was currently engaged on other matters.

Rebecca will also follow up with Deb Woodyard-Robinson about the next draft of her PREMIS paper.

#### 6. Other business – Nil.

**Next call:** 1 Feb. 2007. Call times as per option 1:

9:00am Eastern US

7:00am Mountain time US

14:00 UK

15:00 Europe

16:00 Israel

01.00 Canberra AU (2 Feb)