

PREMIS Editorial Committee Conference Call Notes

15 Feb 2007

In attendance: Rebecca Guenther, Brian Lavoie, Priscilla Caplan, Bill Leonard, Zhiwu Xie, Steve Bordwell, Gerard Clifton (notes).

Apologies: Rory McLeod, Olaf Brandt, Yaniv Levi.

1. Significant Properties and Preservation Level

- The comment period for options proposed to PIG was extended to Monday Feb 12.
- Some additional comments have been received, including a suggestion to apply controlled vocabularies to both preservationLevel and significantProperties.
- EC discussion showed that, given the potential diversity of repository rules or approaches to expressing significantProperties, this semantic unit may be the least amenable to development of controlled vocabularies (and be beyond EC's capacity to declare). However, an approach similar to the generic Event Outcome detail could be suitable.
- Gerard has not yet revised the options, but some early consensus is apparent from the compiled responses (see <http://pec.lib.uchicago.edu:8888/pec/uploads/significantProperties-PIG-responses.doc>).
 - Keep preservationLevel and significantProperties separate
 - Make preservationLevel optional

ACTION: Gerard Clifton to summarise the comments and consensus view, and revise the options for EC discussion. Revised options will then be re-presented to the PIG list.

2. List of Changes to the Data Dictionary

- Brian has created a master document listing the DD changes, (see http://pec.lib.uchicago.edu:8888/pec/uploads/1/DDrevisions_master.doc) which:
 - breaks down 'Interpretation of semantic units' according to 'Objects' and 'Events',
 - flags items as either requiring PIG discussion [green, D] or not [red, ND] – (these initial decisions can be changed if needed)
 - includes links to the relevant PIG discussions
 - notes 3 priorities for discussion [flagged with ***], which are suggested for EC group discussion:
 - controlled vocabularies
 - relationships
 - rights – we should cover this topic while the Coyle paper is fresh in the minds of the PREMIS Implementors' Group.
- Discussion of the use of PREMIS in METS is also agreed as a priority, but Rebecca has had little response from the group who initially expressed interest following the DLF BOF meeting. This group either needs to be expanded, or a proposal on the use of PREMIS in

METS could be put together and sent the group to initiate discussion.

ACTION: Rebecca Guenther to consider:

- re-contacting the BOF group, or
- posting a wider call for participants, or
- drafting a proposal for comment by the BOF group.

- The EC decided that we should each choose 3 items from the list to work on.

ACTION: Brian Lavoie to convert the document to allow sign-up directly on the EC wiki.

ACTION: All EC members to sign up for at least 3 items (first come, first served).

(Priscilla nominated to take on all the 'Quick & easy' items as one of her choices.

Zhiwu nominated to take on 'key structures for signatures'.)

[Note, 25-Feb: The list for sign-up is available at: <http://pec.lib.uchicago.edu:8888/pec/13>]

- There was discussion of how best to incorporate 'Recommended changes' back into the Data Dictionary. As most of the work will need to be formatted, it seems little more work to also make the change in the draft of the Data Dictionary itself. It was decided that:

- the Data Dictionary should be broken up and posted on the [EC?] wiki.
- A new place on the EC wiki will be needed for posting proposed text for EC approval.
- All changes should be approved by the EC by email.
- Approved changes should be made to the relevant Data Dictionary chunk by the 'shepherd' responsible.

ACTION: Brian Lavoie to check if he has an MS Word copy of the Data Dictionary (otherwise we need to obtain it from Robin Dale at RLG).

ACTION: Priscilla Caplan will ask one of her students add the numbering scheme to the Data Dictionary MS Word copy and break this into chunks for posting on the [EC?] wiki.

- The general method of working is, therefore, that each EC member should:
 1. Sign up for changes on the DD master list on the EC wiki,
 2. Read up on the background to the change from the PIG list,
 3. Decide if 'discussion with PIG' or 'no discussion with PIG' is required
 - a. If you disagree with the initial assessment, discuss with EC.
 4. If no discussion with PIG is required, go to step 6.
 5. If PIG discussion is required:
 - a. Outline the relevant issues, and
 - b. Propose some solutions
 - c. Post the proposal initially on the EC wiki for EC discussion.
 - d. Once initial proposals are agreed by EC:
 - i. Post the proposals on the PIG wiki

- ii. Send a message to PIG list, calling for comments & setting period.
 - iii. Shepherd the change through discussion with PIG.
 - iv. Revise proposals to reflect consensus
 - v. If additional PIG discussion is warranted, repeat from 5c.
 - vi. If no additional PIG discussion is needed, move to step 6.
6. Draft a finalized proposal (with background if required).
7. Post the finalized proposal on the EC wiki for approval.
8. EC members to comment or confirm approval by email.
9. Once approved by EC:
 - a. Add each recommendation to the 'Recommended changes' section of the PIG wiki.
 - b. Announce the recommendation to the PIG-list.
 - c. Make the change to the MS Word draft of the Data Dictionary.
 - d. Final recommendations should also be moved to the public Web site.

3. Controlled vocabularies

- Bill compiled a list of semantic units from the Data Dictionary for which use of controlled vocabularies is noted (see <http://pec.lib.uchicago.edu:8888/pec/uploads/1/SemanticUnitsDataConstraints.doc>).
- Rebecca created a set of 'placeholder' pages on the PIG wiki for implementers to share their controlled vocabularies in use (see <http://pigpen.lib.uchicago.edu:8888/pigpen/14>).
- Points from EC discussion on this topic were:
 - Controlled vocabulary values should not be an integral part of the Data Dictionary or schemas.
 - We could provide a registry of controlled vocabularies on the LC PREMIS site – a 'marketplace' with some controls – to allow publishing and for others to use them.
 - Everything in the registry would need to be approved.
 - We approve that the vocabulary is usable with PREMIS.
 - We don't approve the values, just the list of values as a whole.
 - We may need criteria for assessment
 - Do we want others to review implementers' vocabularies?
 - We also allow implementers to use their own vocabularies and not publish them.
 - We provide a means for implementers to identify their list of values (a URI or some other sort of identifier).
 - It is up to implementers to maintain their lists of values (similar to the way in which thesauri in MARC records are maintained)
 - We will need a mechanism for adding new values to approved vocabularies.
 - We should ask the PREMIS Implementors' Group their opinions and seek examples – we may find they are similar.

- **ACTION: Brian Lavoie to:**
 - Draft a message for the PIG list, for EC review, referring to the list of semantic units prepared by Bill, and the pages by Rebecca on the PIG wiki, seeking comments and examples.
 - Move the list prepared by Bill to the PIG wiki, removing it from the EC wiki.

4. Discussion of Deborah Woodyard-Robinson's report.

- Deb Woodyard-Robinson's draft report has recently been made available on the EC wiki at: <http://pec.lib.uchicago.edu:8888/pec/uploads/1/PREMIS-report-woodyard-feb07.doc>
- Discussion will be held over to next meeting, but an initial suggested change is to removed the title reference to version 1.0 of the Data Dictionary.

5. Schema revisions

- Zhiwu reported that the schema group had discussed the proposal to make Object an abstract type. A hierarchy of types can be implemented, allowing 3 types (representation, file and bitstream) to inherit from the Object type.
- This gives a better ability to validate an object type schema, and is very accurate now.
- A remaining discussion is whether to maintain backwards compatibility with the existing schemas. Due to the degree of change, it may not be possible to do so, but it may be possible to create a stylesheet for conversion of legacy metadata.
- **ACTION: Zhiwu Xie** to send the schema group's consensus view to the PIG list, in straightforward terms.

5. Events - Tutorials

- Sweden – there is good sign-up to the Sweden tutorial – around 40 participants, from the National Library of Sweden, the Netherlands, the Czech Republic.
- Library of Congress – about 80 people have signed up, but not all can be accommodated. There may be opportunity to hold a separate tutorial in June.
- Discussion of a 'PREMIS open day ' to be held over to next call.

6. Other business – Nil.

Next call: 1 Mar. 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 Mar)