

PREMIS Editorial Committee Conference Call Notes

21 February 2008

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

Apologies: Angela Dappert, Olaf Brandt, Markus Enders.

1. DD Revision -- Introduction

Brian and Rebecca revised the Introduction which incorporates implementation considerations:

<http://pec.lib.uchicago.edu:8888/pec/uploads/1/premis-introduction-v2-20080214.doc>

Most of former section 6, "Implementation considerations" was moved to become part of the Introduction.

The part of section 6 discussing web sites will move to the collection of examples on the wiki.

The section "Supplying metadata values" includes a new discussion of controlled vocabularies.

2. DD Revision -- Special topics

Further to the email request for all to consider what needs revision in section 4, Special topics.

<http://pec.lib.uchicago.edu:8888/pec/uploads/14/premis-report.doc>

Priscilla noted that the section on format needs revision to account for the change in repeatability.

There was discussion on section on digital signatures and use of the W3C XML. The obligation of some elements in the PREMIS signatureInformation container do not agree with the corresponding elements in the W3C XML. Zhiwu said validation against the XML schema would not be a problem even if mandatory elements were missing. It was decided that the discussion should continue between the EC members who know the most about digital signatures.

ACTION: Priscilla will send her notes on this discussion to Zhiwu and Angela. They will address the question of whether the mandatory PREMIS units under signatureInformation should be made optional? For archival purposes, should keyInformation become mandatory?

ACTION: Angela will revise the section on format.

DECISION: In response to Rebecca's question in the agenda, it was decided to retain the Special Topics section with the revisions noted.

3. PREMIS conformance

Conformance is discussed in the introduction draft under implementation considerations.

It was asked whether a more nuanced definition of conformance is needed.

Exchange partners will have to determine for themselves their own degrees of conformance.

They can publish these in profiles which are expected to act as defacto standards for exchange.

Some time ago, someone volunteered to prepare an example profile which is consistent with the guidelines as written.

It was suggested that the Premis community has not had enough experience and evidence changing data packages to be able to determine the criteria for conformance.

4. Methodology

It was agreed that Section 5, Methodology, of the original report would be better placed as an appendix.

5. Glossary

Someone needs to look for any new terminology introduced in the changes.

ACTION: Priscilla volunteered to review the documents looking for new terminology which should be in the glossary.

6. Questions about issuance

Should the entire document be re-issued, plus the separate parts (DD and report) as was done before?

It was agreed to issue the DD and report as before, noting that the total size will be smaller because some sections have moved to the appendices or to the wiki.

Review period

Considering that major structural changes are expected in the schemas, should we put out a review copy of the schemas alongside as review version of the DD? It was decided that review copies of the schemas alone would not make sense without the DD. A one month review period of the beta schemas and beta DD was proposed, from mid-March to mid-April.

Examples

Pages 6-4 to 6-7 of the current report which discuss web sites and web pages will be moved to the wiki, with all of the other examples. It is hoped real-life examples of preservation metadata for web sites can be found.

ACTION: Send an email to the PIG asking for real-life examples of web sites.

Review, review, review

The finishing touches will be done on the Introduction, Data Dictionary and Appendices this week. The Glossary and Special Topics will be finalized next week.

ACTION: Everyone needs to read the entire document as a coherent whole.

Brian expressed thanks to Rebecca for all of her hard work to get us so close to the end of this enormous task.

Next call: 6 March 2008

09:00 EST (US)

07:00 Mountain (US)

14:00 UK

15:00 Europe

01:00 Australia (22nd in Australia)