PREMIS Editorial Committee Conference Call Notes

7 Sept. 2006

Agenda

*1. Introductions-- members should introduce themselves and how they're
involved with PREMIS very briefly.*

All members were in attendance and introduced themselves.

2. Tasks and how to accomplish them:

Immediate need:

Revision of data dictionary

Revision of schemas

It was suggested that we release the revised data dictionary and schemas as a package and give it a lot of attention. It would be nice to add some other supporting material when these are released, such as a set of best practices (maybe for use with METS) and detailed guidelines.

At first the group thought we should divide into subgroups and perhaps split up work packages in revision of the data dictionary. Later, it was decided that it would be easier to use one list and have everyone receive messages about all topics—it then would become self selected groups as to who will participate in what discussions. There needs to be a review of comments on the PIG list, issues that came up in the Glasgow PREMIS workshop, issues that came up in specific implementations (e.g. in which members of the committee participated).

Another work item that is needed is a clear definition of PREMIS conformance.

The group will proceed with the revision of the data dictionary and schemas by doing the following:

1. Put out a message on various digital preservation lists stating that the revision has begun and comments are welcome (Brian). Those that want to be involved in the revision should join the PIG list.
2. Review messages on the PIG list archive to determine what data dictionary changes need to be included in the change lists already posted on the maintenance activity site. If any are controversial, we could use the wiki to document them. (Brian)
3. Review Glasgow questions for further changes/clarifications (Priscilla)
4. Review messages on the PIG list archive to determine what schema changes need to be included. (Zhiwu)
5. As revisions are considered, messages will be sent to the PIG list for comments. The ultimate decision will be with the PREMIS Editorial Committee
6. We will use the PREMIS-EC wiki to share documents:

http://pec.lib.uchicago.edu

username: pea

password: nuts

Promotion of PREMIS

Members of the EC should be aware of conferences/events in their geographic areas and consider writing papers, giving presentations, etc. Some that were mentioned were iPres (there are a few presentations by PREMIS implementers, but not a session specifically on PREMIS) and a conference in Glasgow in November.

Less pressing but important:

PREMIS educational workshops

Best practices for using PREMIS with METS? With other approaches?

There will be a BOF at DLF in Nov.—Rebecca will solicit people interested in developing best practices for use with METS.

We may wish to set up subgroups to deal with some of these.

The group decided to function as a whole, not in subgroups.

3. Future calls. Let's plan on once a month and set up a time. If we

decide to form subgroups, they would meet between the committee calls.

We will have regular calls on the first Thursday of each month at the same time as today:

9:00am Eastern US, Ottawa

7:00am Mountain time US

14:00 UK

15:00 Europe/Germany

16:00 Israel

23:00 Canberra AU

For now, we will stick with once a month and attempt to do the work by email.

4. Election of a chair. The group will need to decide who will function as

chair. This is a 2-year term.

See: http://www.loc.gov/standards/premis/ma.html

In the absence of any other volunteer, Rebecca offered to take the position. Others may share the burden of chairing calls in the future.

Next calls:

Thurs. 5 Oct.

Thurs. 2 Nov.

(see time above)