



Resource Description & Metadata Services

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To: John Walsh, Associate University Librarian, RCMS

From: Tricia Mackenzie, Head, RDMS
Peggy Griesinger, Metadata & Cataloging Services Librarian

Re: Metadata Quality Control

As discussed in the attached document on improving patron access to SCRC digital collections, the importance of high quality and consistent metadata is not only important for patrons it is also important for the reuse and sharing of digital collections outside of an institution, such as with DPLA. Based on our discussion on 3/24, below we propose three methods for improving the metadata for digital collections produced by the University Libraries.

- Step 1: Comprehensive cleanup of existing metadata in Luna and Omeka by RDMS in coordination with DPS. (DPS and RDMS are currently working to cleanup existing metadata in MARS).
- Step 2: RDMS should perform metadata quality control for all digital collections before they are published.
- Step 3: Creation of an informal task force of various metadata creators/stakeholders from the three major divisions within the University Libraries to map out strategies for implementing consistent metadata policies across our various collections.

Additionally, RDMS is willing to offer workshops on metadata creation to interested parties within the University Libraries.