

Minutes of the  
Cultural Heritage Content Team  
Content Working Group  
NDSA

Teleconference 18 July 2012, 3:00 PM EDT

Attending: Deborah Rossum, Rachel Howard, Jon Voss, and Erik Rau

After some trouble getting Skype to work, communication was established

It was noted that the Digital Preservation 2012 was coming up. The meeting will be in the Sheraton Pentagon City, 900 South Orme Street, in Arlington, VA 22204. The Content Working Group leadership has sent out a reminder that it would be having its meeting on July 24<sup>th</sup> in the Cavalier C room at the hotel at 10:45. The agenda is as follows:

Agenda:

- Review a revised Scope of Work document for CWG - Abbie and Cathy. (Note: draft of revised scope can be seen at [http://www.loc.gov/extranet/wiki/osi/ndiip/ndsai/index.php?title=Draft\\_scope](http://www.loc.gov/extranet/wiki/osi/ndiip/ndsai/index.php?title=Draft_scope); and the old scope of work can be seen at [http://www.loc.gov/extranet/wiki/osi/ndiip/ndsai/index.php?title=Content Working Group#Current Scope of Work](http://www.loc.gov/extranet/wiki/osi/ndiip/ndsai/index.php?title=Content_Working_Group#Current_Scope_of_Work).)
- Discussion of intersections between the work of the Digital Public Library of America and the Content WG - Rachel Frick will report from DPLA.
- Updates from our Content Teams - team members present or calling in

Deborah Rossum and Erik Rau are the only team members who will be present at the upcoming Digital Preservation 2012 meeting in Arlington, and Erik will be present for the 25<sup>th</sup> only. Deborah said she would report on our activities there (thanks, Deborah!). For those not able to make it, there is a call-in option: call 1-866-469-3239 or 1-650-429-3300. Meeting Number: 768 723 299. Meeting Password: 2Preserve

In looking over the draft scope of work from CWG, team members agreed that the preamble or first sentence is a more effective mission statement than the existing document provides. However, there are still some shortcomings.

First, there are potential obstacles and risk factors should have greater elaboration. Jon Voss had started a Google doc after the last meeting based on the the new draft of the Scope of Work ([https://docs.google.com/document/d/13Vz22pOKtv4d1VDF5p8pKewR-K54WZ\\_na66oewj9sXM/edit](https://docs.google.com/document/d/13Vz22pOKtv4d1VDF5p8pKewR-K54WZ_na66oewj9sXM/edit)) that outlined three areas that the team felt needed elaboration: ownership, access, and preservation.

Moreover, access is not addressed in this new scope. Are preservation and access inextricably linked and should they be considered as a single issue (team members decided to table that, but the consensus appeared to be no)?

Jon raised the elemental question: what do we mean by “preservation” for digital material anyway. Team members discussed this and found that while different perspectives existed on this question, there was broad agreement that preservation dealt with securing digital materials for access in the future. Erik noted that perspectives probably differed more on the level of practice than in theory. How do different institutions deal with the practice of digital preservation? Does an internal backup (done primarily for organizational continuity) count as preservation? How much redundancy is enough? Should TRAC auditing be mandatory and, if so, how often? Many smaller repositories won’t have the resources of frequent TRAC auditing, and an initial look at the new “Preservation in a Box” project by NDSA Outreach Working Group (<http://blogs.loc.gov/digitalpreservation/2012/07/digital-preservation-in-a-box-have-a-look-inside/> and <http://dpoutreach.net/>) does not appear to address the issue. Does uploading content to Flickr count as preservation? On the last question, team members agreed that such practices did not constitute preservation, but noted, however, that many individuals and institutions, in fact, use such services as their preservation infrastructure.

The team asked Deborah to raise these questions—particularly the issue of access and standards of preservation practice—at the CWG meeting on the 24<sup>th</sup>. There needs to be greater clarity about standards before the teams can continue to carry their work to the next level.

Erik agreed to create a Doodle poll for a meeting on either August 6<sup>th</sup> or 7<sup>th</sup> so that Deborah and he could report back on the meeting.

The meeting adjourned about 4:10 PM EDT.