Zephir Advisory Group
March 23, 2016

Present:
  Kathryn Stine
  Gary Charbonneau
  John Mark Ockerbloom (recorder)
  Ryan Rotter
  Jonathan Rothman
  Todd Grappone (also representing MUSAG)

Absent:
  Tim Cole
  Chew Chiat Naun

Agenda:

1. Zephir Updates:

KS: Since last call, Zephir team doing cross-training with developers on submission processes and ingest scripts for incoming metadata records. Beyond that, team is working on clustering issues noticed within the system, such as trying to find misaligned clusters involving common titles but different OCLC numbers. Also, working on context document (see item 3). They'll also be trying to better understand submissions process from contributors' perspective, and to make it smoother process to get new content and metadata contributors started for HathiTrust.

2. MUSAG Updates

TG: MUSAG has two working groups: Environmental scan group has been working surveying Hathi partners on issues relevant to metadata. Looking to identify problems at this point, not solutions. They hope to issue a report soon; they also hope to look at issues related to the government documents registry and print holdings data.

ACTION: Todd offered to send us the group's charge; we also expressed interest in seeing the report once there's something to show.

TG: There was interest in having a joint ZAG-MUSAG discussion on some of the issues they're finding. The environmental scan could provide a useful starting point for this discussion.

ACTION: Todd and Kathryn will discuss scheduling a joint call; May (or possibly June) might be a good time to have it.

TG: The other working group is a policy development working group (members: Patricia Martin, Tim Cole, and Todd Grappone.) They aim to formulate a metadata use and access policy for Hathi, looking at outlines of existing policies and viewpoints of past and present HathiTrust leaders.

ACTION: Todd and Jon Rothman will talk more after the call about moving forward with this.

2a. Program Steering Committee (PSC) update from Todd:

Member meeting date confirmed: November 10.   A board meeting is scheduled for June.

ZAG does not at this point plan on presenting at the member meeting, but it might be useful for this group to meet face-to-face if enough of us are going. There would also be opportunities to meet with administrators from other HathiTrust institutions who are there and could potentially be useful to talk to. (We'd need to confirm that ZAG members could be welcome even if they're not official institutional reps, if we ask for it. There were still some open chairs at last meeting.)

3. MUSAG Bibliographic Metadata Management Working Group

Review and discussion: Zephir Operations context document (https://docs.google.com/document/d/15S64RiqR6IIXT3rlVw2S_bs9I-yC4J8CFuE2yNInfik/edit?pref=2&pli=1 - a compilation of issues that the Zephir Operations team has discussed with UM/HT colleagues regarding bibliographic corrections and enhancements)

KS: The background document tries to identify primary issues in addressing reported errors, why we developed the procedures we have now, and why we might want to change them. Right now, the only "Hathi" records we have as distinct from contributed records are the "shadow" records that get created to correct metadata that incorrectly indicates the copyright status of an item. Those errors need to be fixed quickly to avoid infringement risk, but the process of fixing is complex and cumbersome. Meanwhile, lower priority corrections tend to take much longer to propagate back to some partners, and therefore don't often get reflected in HT catalog quickly. We'd like to have more efficient means of contributing metadata corrections (and enhancements!). Some projects like govdocs could do useful things with enhancements.

JMO: Adding more ISSNs, for example, could be useful enhancement to help Hathi projects manage serials more reliably.

JR: Under current system, even if one made an enhancement in a member metadata record, it might not be visible if that were not chosen as the preferred record.

Discussion: Are there particular metadata elements that are of high value to HathiTrust either for better management or better user experience?

TG: There's ongoing discussion in MUSAG on whether we want to have an official "HathiTrust" record distinct from member records. It could conceivably live in parallel with contributed records in the system.

There seems to be less concern now about liability on metadata sharing now that projects like DPLA regularly make metadata (including Hathi metadata) open. For practical reasons, it'd be hard to make policy changes that require getting consent of all the members, though.

ACTION: We should all review the background document and make edits and comments prior to the joint ZAG-MUSAG call.

4. Policies and Procedures Work

Review and discussion: Zephir Request Procedures DRAFT document (https://docs.google.com/document/d/1V4Y08zwXeqNL1QjYn2vdabwuPjfaMBuyeSIrVjQU70w/edit?pref=2&pli=1)

KS: This is largely based on pre-ZAG document, since that seems to be working well, but there's a new preamble and links to put it in context of current practices, request originators, and oversight groups. It also de-emphasizes development-vs-operations distinction, and specifies when ZAG should be informed or called in (when the requests have significant strategic impact, or require more resources than currently allotted.)

The groups seem generally satisfied with the document; we'll set a deadline for comments 2-3 weeks out. (So it'll be decided by next call.)

ACTION: Kathryn will send out the deadline sometime after this meeting.

5. New Business

KS: Interest in establishing bibliographic metadata standards watch group?

Naun (not on today's call) is interested in this.

John Mark Ockerbloom expressed some interest, though limited time.

We thought we might want to see if MUSAG's also interested in this, and review MUSAG's environmental scan survey to see what useful input could be included there (one of the questions asked respondents about relevant metadata standards).

ACTION: Todd will ask MUSAG whether folks are interested in participating; Kathryn suggested that there may also be Zephir operations folks who could get involved as well.