NETWORKED DIGITAL LIBRARY OF THESES AND DISSERTATIONS

Board of Directors Meeting
Association of Research Libraries
8th floor conference room, 21 Dupont Circle
Washington, DC

December 6, 2006

Attendees: Susan Copeland (SC), Scott Eldredge (SE: treasurer), Ed Fox (EF: director), John Hagen (JH), Thom Hickey (TH), Christine Jewel (CJ), Joan Lippincott (JL), Austin McLean (AMc), Gail McMillan (GMc: secretary), Joe Moxley (JM), Eva Müller (EM), Ana Pavani (AP), Sharon Reeves (SR), Janice Rickards (JR), Eric Van de Velde (EV), Ellen Wagner (EW)

Teleconference participants: William Clark (WC), Samson Soong (SS), Hussein Suleman (HS)

Introductions

EF: Reviewed BoD Minutes for June 7, 2006
p. 4 Bylaws and Conference Committee: should be no change in the Bylaws re Ed Fox
P. 6 Open Society Institute/SR re support for travel. Eva has talked to them re 2007 symposium. Travel Support Guidelines. SR will suggest better wording
EV moved and JH 2nd Minutes accepted with minor changes (typos, abbreviations, etc.)

EV: Quorum? 16 at table and 2 online. *

EF: Yes

Web Report/Hussein Suleman
http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/SulemanReports200612.pdf

HS called for comments on the NDLTD web site [http://www.ndltd.org/]
TH: It should be easier to find the OAI (Open Archives Initiative) site at OCLC (Online Computer Library Center). Is there a link?
EF: It’s under browse and search. Need an OAI subpart with a pointer to all the OAI data providers. TH and HS will communicate.
SR: Should have link to LAC (Library and Archives Canada) [GMc added 4 June 2007
http://www.collectionscanada.ca/]

JM: History needs to be updated at About NDLTD.
EF: Please change “History” to say Early History until we get a rewrite for more recent history. We haven’t been very good about putting online things that the NDLTD has done.
JH: Could we link some portions of the wiki Joe Moxley is running with the NDLTD server so that we don’t have to maintain dual pages?
HS: Yes, if he receives the links that need to be made.

Awards section of NDLTD web:
JH: Historic awards information is prominently posted inc. multimedia award
HS: Needs a generic statement about awards for front page.
JH: Will do.
Standards on NDLTD web:
TH: Will talk to HS offline about this.

EF: Thanks for his wonderful service to the NDLTD in upgrading the website.

South Africa Report/Hussein Suleman

http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/SulemanReports200612.pdf
GMc: send regards to Felix who was a very early NDLTD Steering Committee member. Fantastic work going on in SA.

Hong Kong Report/Samson Soong

SS reported that a system recently been developed by the HKBU Library enhances access to dissertations and theses. [Additional information supplied via email.]

HKBU Library (Systems Section and Special Collections & Archives) has completed a new project called Dissertation & Theses Collection (DTC). It is a virtual union collection of Hong Kong postgraduate students’ doctoral and master dissertations and theses indexed in the online catalogues of seven university libraries in Hong Kong. Our purpose is to enhance the access to all the cataloged dissertations and theses submitted to the universities in HK.

This project is doing more than scoping in one single library catalog. In fact, it involves advance keyword search in each individual library catalog by using different search terms and criteria simultaneously. Currently, neither HKALL nor Z39.5 are able to limit a search on and retrieve records from the collection of dissertations submitted to local universities only. You can access DTC at the following link: http://www.hkbu.edu.hk/lib/electronic/libdbs/dol.html.”

EF: Is there access to ETDs from outside locations?
SS: He thinks so, that it is open to everyone. Will send the information to us shortly.
EF: Are any of these sites open to OAI data harvesters?
SS: At the University of Science and Technology ETDs have been added to the IR (institutional repository), which is OAI compliant.
TH: OCLC harvests 15,000 ETDs from Hong Kong University. Does it include the larger HK group of universities?
SS: Will send this information.
EF: Asked SS to pursue OAI and support it if necessary.
SS: CALIS (China Academic Libraries Information System, i.e., academic library consortium based in Beijing) works with this on collaborative authority control.
EF: Could you make a connection with them re OAI?
SS: Will pursue.
HS: He spoke to several people last week when he was in Kyoto, Japan about OAI and making ETDs available to OCLC. They will speak to the project managers in Japan.
SS and HS will communicate about this.

EF: Called for summary of yesterday’s BoD meeting
JH: Hagen reported http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/HagenReports.pdf
Re AWARDS: There was some concern expressed by the BoD members that “popularity” be determined by just one search engine, i.e. Scirus. Perhaps Google would fund an award for its most popular ETD?
Re ACRL alliance: TH pointed out that ACRL also has regional conferences.
Ohio is starting a regional consortium (Angie McCutchen, Ohio University, is heading it.) in early Feb.
EF: Yesterday’s meeting did not have a quorum.
JH: It was mostly reporting, not decision making.
JH: Awards—3 leadership awards and 4 innovative ETD awards. Do we want to have general multimedia award rather than PDF vs. HTML awards?
EV: You’ll bring to the BoD any
SR: Open Society does not award funds to countries where they are not working.
EM: Open Society is waiting for 2006 feedback before they give any support to the 2007 conference.
EF: Substantive contributions result in NDLTD BoD providing a report and thanks in a systematic way.
These expenditures should be more specifically earmarked and formalized.
EV: Should we have a Development Office from the Board who takes care of this?
SR: Must work in conjunction with local conference organizers.
JH: Should be multi-level relationships, e.g., Adobe.
EV: Should be publicly acknowledged on the Web cite.
EF: Development Committee should take charge and liaise with the Conference and Finance committees as well as be represented on the web site.
JH: Moved that the Development Committee take on these responsibilities.
EF: Friendly amendment to acknowledge reporting and publicity.
SE: Need to gather all information about awards and scholarship for IRS reporting requirements.
EF: We need to do this retrospectively.
EW: Will liaise to Adobe and help with the things that matter to them. Volunteered to join the Development Committee.
EV: May require change in the Bylaws. He will report back if membership is a requirement and will also look at policy issues regarding receiving formal support from non-paying members.
EF: EW 2nd’d. No objections. Approved.

EF: re regional conferences.
SR: She is chair of conference committee and it will put regional conferences on its agenda for consideration.
JH: Informal communications have been taking place. Future events are already in the talking stages.
AMc: From a sponsors standpoint. The regional conference need to also be planned well in ahead—at least one year, and more would be better.
JH: The first regional conference was encouraged by the Implementation Committee as well to encourage more institutions just beginning their ETD initiatives.
SR: As Chair of the Conference Committee clarified that this is the US regional conference. Other areas of the world could also have regional conferences. They should liaise with the Conference Committee.
EF: 2 year planning window for regional conferences. 3 year planning window for annual symposia.

SR: 4 country reports yesterday were informational.

Returned to agenda for today’s meeting. (See below)

SE: Email correction—scott_eldredge@byu.edu
AP: Email correction—apavani@lambda.ele.puc-rio.br

Finance Report/Scott Eldredge
Annual report: projected $10,000 realized $27,000 in membership dues. Gottingen over paid ($141) so the balance was carried over to next year. It was a struggle to update contact information. Several consortia joined. Legal fees were over budgeted. Paid IRS late filing fee but it reimbursed NDLTD with interest.
Net income $27,000.
Balance $42,103.59!!!
JL reminded SE that Bylaws require BoD members be from dues-paying institutions. Please get your institution to join. Invoices will be sent.

SE: Uppsala requested seed money to get the conference money.

EM: It was scholarship money that she questioned coming from NDLTD.

SE will provide UU (Uppsala University) with the scholarship funds from the NDLTD in January. NDLTD provides $5,000 traditionally, not by mandate.

EF: Is there a guaranteed annual income for NDLTD membership?

EV: Assume that dues paying membership will continue. The difficulty is getting dues paid initially.

JL: The new phase of NDLTD may be difficult to maintain, such as when a contact person leaves an organization. This creates some instability in dues.

EV: But now our contact information is up-to-date.

JL: It may take a few more years to know what a typical income will be.

EF: Let’s then count on $15,000 or half of this year’s income. Therefore, let’s discuss increasing Scholarship funds.

SC: Are there criteria for how much an individual can get.

SR: There are guidelines and she will distribute to the BoD (perhaps again).

EV: Do these scholarships have to be related to the conference? Could they be to visit and institution to learn about ETD initiatives, for example?

HS: Scholarships for Africans would help, but we also have Open Society funding. He thinks the scholarship idea is good.

EM: Perhaps one of the criteria would be to make a presentation?

JL: The quality of presentations is extremely important. They may be looking for information, but don’t necessarily make good presenters.

SR: For ETD 2006 in Quebec there were many more requests for sponsorship than they could support. Not only funded by NDLTD, also Open Society has specific criteria. Had $8000 but about 30 applicants for the funds, E. Europe, Africa, and Asia.

AP: Are we assessing the results of the scholarship? Are they working with ETD initiatives?

JM: May disagree with JL, but an awards ceremony with clips from the winners.

JL: A reason not to tie scholarship to the presentation is that some who want to come are in such early stages of their ETD initiatives and they may not have anything to contribute to the conference.

EF: Criteria for selection of award winners—the conference planners should make the decisions with guidance from the Selection Criteria—who will contribute the most and have the most need. The awardees should have some responsibilities to report back after the conference within 6-12 months of conference attendance.

SR: This would require change in the Guidelines.

EF: JL may be correct, but we could require that they contribute a video interview at the conference.

JL: These are just awards for scholarships to attend conferences.

AP: Do scholarships go only to those who are new to ETD initiative?

SR: For people who do not have enough funds to attend and must have a letter from their institution stating why it would be good for the applicant to attend from their institution.

EV: Proposes that we approve line items for the budget rather than item by item.

SE: Continued finance report: next year’s budget: plan $15000 for income $5000 for awards, legal fees budget $1000. Domain fee may not be due next year. Accounting fees will be $2500. No IRS fee. Scholarship could go up to $10,000. [Get info from SE.]

HS: Benefits of membership were questioned—scholarship is not listed. We don’t put money into benefits that we list.

JL: This is a very interesting issue. One of our BoD themes has been providing up to date information on all aspects of ETD initiatives. At the University of Capetown is there need for a graduate student that could pull together more current information for the web?

HS: Great idea.
EF: How much do you need? What about Suzie Allard? Wasn’t there some discussion about Adobe funding a graduate student for her from the communications program at the University of Tennessee? BoD should think about where we need to spend money.

EV: Outlay: $18,625
  Income: $20,000 income
  Balance already on hand is also $42,000

In May or June we could fund other things, e.g., request funds for specific issues.

SE: Legal $1000
    Accounting $2500
    Awards $5000
    Scholarships $10,000
    Corporate registration $125
    Equals $18,625.

HS: Requests $3,000 for web support.

SE: New total outlay would be $21,625.

EF: Do we need a proposal so that the Treasurer can spend up to $2000 without BoD approval?

EV: How about $5000 coming from BoD to support NDLTD?

EF: Let’s make $3000 for standing web support.

JL: Moves that we approve the budget, including $3000 for web support and $2000 for treasure’s discretion.

JM: 2nd

EF: Anyone opposed?

NO.

Budget for 2007 approved.

Nominating Committee Report/JL

http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/NominatingCommRept200612.pdf

12 members’ terms are expiring. 1/3 should be expiring per year. In the past NC invites BoD to be renominated, with a few exceptions. Non-participants who are not renominated would allow us to round out the BoD with geographical and professional diversity. This year all participants have been quite participatory. Suzanne Dobratz, non-BoD participant on NC. Her committee members’ terms are currently expiring and would recuse themselves. Please discuss: do we favor the current stability of the board and whether participating members should be asked by the NDLTD to step aside for new membership. Is the Board adequately represented by the appropriate sectors, e.g., Ohio State representative is the only one representing graduate school. One from South Africa, one from Hong Kong. No reps from Eastern Europe. 3 reps from corporate world. JL reps non-profit world. Please discuss and comment.

EV: Volunteered to work for NLDTD without being a Board member. Perhaps we need to do more of that kind of reaching out to the general membership to work for the NDLTD would make this organization more effective.

TH: This list looks very active, but not all BoD members want to continue on the Board.

SS: Those who are interested in the business of the NDLTD should be encouraged to stay on the Board and work for the organization.

SR: Having co-chaired ETD 2006 there was a lack of continuity for conference planning on the board.

The conference committee chairs go off that committee and that doesn’t promote continuity.

GMc: It would be a shame to lose active board members.

EV: The burden is the travel.

GMc: We also have no other west coast representation.
EM: Regional representation is important.
JR: Re involvement of deans and graduate schools. If it is difficult to get them to participate, maybe we could get them to participate in more focused ways, e.g., conference calls on specific issues.
JL: How do the non-North American representatives feel?
AP: Minorities are proportional to the ETD activity in the under developed areas. They need more activity locally, encouragement to start ETD activities.
SC: Agrees with AP re proportional representation in line with the level of activity.
JL: Yes, the board should be responsible to what is emerging in various regions.
EM: She has tried to get participation in the Program Committee, has an Italian representative and hopes to get one from Eastern Europe.
JL: There’s general support for continuing the Board as it is. When slots open up, there may be these who choose not to recommit. We will look to Europe for new representation.
EF: Issues of status in other parts of the world. India has a representative. Mainland China and Korea have this view of status and we do not have anything in union catalog, for example. What should we do in those cases?
EM: European committees are developing also but they want to contribute to NDLTD in a more organized way to catch up with North America.
HS: One benefit of membership is eligibility on the Board, so maybe we should look there.
EV: Perhaps we could have applications for joining the Board.
JL: How should we handle not renominating current board members?
HS: Vacancies should be from membership institutions
GMc: University of Missouri, St Louis, has an interested graduate school dean, Judith Walker de Felix.

11:20 am EST: HS, SS disconnect. It is midnight in Hong Kong!

Membership Committee/Eric Van de Velde
http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/Memberships20061130.pdf
Cleaned up the membership list [handout available] and sometime soon will start membership drive for 2007. When should we start?

SE: Most are aware that the 2007 invoice will arrive soon.
EV: Would end of February be a good time to start?
TH: How many members?
SE: 39 in Australia consortium
3 in TRLN
10 in Utah consortia
EV: Membership letters and invoices will look for consortia rather than individual institution members to pay.
EM: Possible discount on conference fees for NDLTD members?
EV: Will discuss with EM offline due to administrative hassles between SE/EV/EM. May take up the $2000 slush fund.
SE: Multiple attendees from one institution—how would this be handled in terms of discounts?
EV: Perhaps send 2 discount coupons to each paying institution? Previous discussion was whether the conference host or the NDLTD pays the discount? We started too late to benefit Canadian conference.
SR: 2004 was the last time that was offered—if they paid membership dues at the conference.
SE: This may encourage conference participation rather than encouraging NDLTD membership.

Membership Committee Report/Susan Copeland
http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/MembershipCommRept200612.pdf
See her proposal handout. Plans for UK overlap with NDLTD but some are peculiar with Europe e.g., publicizing good practices because they are getting lots of queries for example from Hungry. Would like to have a web site with this information and to provide a picture of what is happening in the various
country. There is also quite a lot of duplication, e.g., metadata schemes emerging are duplicating existing ones. Copyright issues are suffering from language differences. In the end, legal and technical and advocacy issues rose to the top. Projects to set up demonstrations. The role of the NDLTD BoD, her group is looking at a 2-year window rather than attention on Europe only being while the conferences are there. Therefore, changing the name and focus of the committee to Membership Support Committee could encompass a larger role.

JL: Great idea. But, doesn’t it belong with the Implementation Committee—models, best practices, guides, etc. Regional perspectives need to be addressed and the Implementation Committee should be broadened.

JH: Will add this to his committee.

EV: Could fall under standards

TH: No, not the organizing part of it.

CJ: A Working Group affiliated with the NDLTD—does it need to be affiliated with just one committee, or rather that the liaisons to the various committees?

JM: Call it the European working Group.

CJ: Would it take the Implementation Committee off track to add this working group?

JM: Different working groups would be appropriate.

EM: When she started approaching groups in Europe and was asked about what the NDLTD does for them. It was difficult to answer.

EV: Our bylaws don’t have working groups, just subcommittees.

SC: Specifically didn’t want to be another committee.

EM: Also may only last for 2 years and didn’t want to establish a longer-term committee. We could inspire other regions perhaps.

EF: It’s nice to see chairs of committees vying to get subcommittees.

TH: Standards Committee would help to address the proliferation of standards being developed in Europe.

EF: We will have a subcommittee of the Implementation Committee with it also having liaisons to Membership and Standards and perhaps others. Therefore, at least 2 liaisons.

SC: GUIDE and evolution of its name was revealed with EM.

SC: GUIDE is just about doctoral dissertations.

EF: We accept the notion that GUIDE becomes a subcommittee of IC (Implementation Committee) with a liaison to SC (Standards Committee) and MC (Membership Committee).

EF: Soliciting and supporting members is enough of a focus.

EF: End of Membership after formal support for GUIDE.

SC: Will send list of GUIDE members and their institutions.

**Standards Committee/Thom Hickey**

List of issues from the Quebec meeting are still standing and his presentation in St. Louis (reg. conf.). What’s really needed is the curtailing of extensions to ETD MS. It needs to be updated to accommodate new (since it was developed) needs. It would not be difficult but perhaps time consuming. UK, French, Swedish, Brazilian ETD MS modifications exist.

AP: Some are only important to the local needs.

EF: How do we approach this?

TH: First ID who is interested enough to represent each of these standards to participate?

AP: Does ETD MS really need to be updated?

TH: Yes, these other standards are pointing out things that need to be improved in ETD MS, e.g., name spaces.

EF: We could discuss under the topic of Membership the notion of online communities, e.g., Yahoo Groups. There are commercial and open source solutions. Should we look at this issue as a means of supporting our membership? Perhaps GUIDE and ETD MS are deployments of online communities.
Would this be useful? Will table this until Joe Moxley discusses his interests later. Deadlines are effective means of accomplishing things. Draft and finalize for discussion by the next Board meeting?

TH: First step is to solicit interest in this. He’ll do that this year.
EF: Standards often require in-person meeting.
TH: We’ll have a proposal by Uppsala
JL: Let’s talk about committee meetings at the conference.

**Union Catalog Report/Ed Fox for Vinod Chachra**

http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/VTLSUnionCat4NDLTDRept200612.pdf

From: Vinod Chachra [mailto:chachrav@vtls.com]
Sent: Wednesday, December 06, 2006 9:51 AM
To: Fox, Edward; Sandria Bingham
Cc: Joan K. Lippincott; McMillan, Gail; Maurice-Angelo F. Cruz; Grant, Sandy
Subject: RE: NDLTD Meeting next week (Dec. 5-6)

Dear Ed,
I am sorry my trip to Europe prevented me from attending the board meeting. I trust that you are having a productive meeting. The NDLTD union catalog report is attached. VTLS plans to update the database during the third week of December. Thus, in January the group should see a refreshed database.
Best wishes. Vinod

AP: Are only MARC records begin harvested?
TH: 61 different organizations, 284,000 records but with lots of duplications. It would not surprise him in ~200,000 is a good number. But, obviously, many records do not have MARC and therefore lack, e.g., 710 corporate entries. A lot of records come from a few groups; consortia such as LAC-46,000 records, Brazil 30000 records harvested. But some individual organizations UTenn 11,000, VT 7,000; MIT 20,000.
AMc: Can view but not Print MIT.
TH: Now harvesting Australian theses after many years delay.
WorldCat—personnel turn over. Harvesting about once a month.
EF: This is one of the membership benefits—harvesting in addition to services.
SR: NDLTD search for ETDs is confusing.
TH: Scirus is probably the best search interface for the NDLTD.

EF: No Public Relations Committee Report from Suzie Allard

**ETD 2006 Conference Report/Sharon Reeves**

Not very active since the conference. Call for bids for 2009 along with reminders did not net any results by Sept. 15 deadline. No bids at all. [Conference Committee chair is SR and heads of former symposia.] Proposes to call for bids again in January and contact individual institutions.

EV: Do we have a regional preference?
SR: At this point we need a bid.
JH: Contact Tim Brace at the University of Texas, Austin. Tony Cargnelutti may have proposed New Zealand. JH will follow up with email.
EF: Didn’t Brazil offer?
AP: In March may have some information. 3 countries have ETDs: Chile, Venezuela, and Brazil. New government so must see how it goes. Financing for Sci Tech and Ed may be affected.
SR: Shalini Urs expressed an interest at one time.
SR: Will consolidate conference planning information in the wiki so that future organizers can add to.
SR: The announcement of the proceedings went online last Friday. Outstanding issues: conference evaluation, final budget, announcement of proceedings. Laval gave her the conference evaluation last Friday afternoon. She will forward it to the Board when she returns. [SR emailed to BoD 15 Dec. 2006 http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/etd2006_evaluation.pdf]

JM: Conference Proceedings look very good.
SR: All keynote speakers agreed
EV: Conference program that included list of attendees was very well done.
JH: Coordinate with HS to add proceedings to the NDLTD web site.
EV: He will look for Cal Tech proceedings.

12:10 pm lunch
1:05 pm reconvened

Adobe Report/Ellen Wagner
Just celebrated merger of Macromedia with Adobe. It is a new world with the Macromedia shifting the outlook of Adobe. They are finding out how to work all over again. The organizational structure radically changed. Adobe will continue to stay involved in the NDLTD. She is not a member of the Adobe Education staff, as she was at macromedia. She is a liaison to the AE for us and for them. We have shared interests. She is our contact person. The current director, Leslie Buckaloo, is the current director for higher education at Adobe. PDF + Flash etc. will create lots of surprises. The way we look at PDFs will change.

She needs trusted advisors and she will turn to the NDLTD Board of Directors. Sasha Broady is still a member of this team as Director of Marketing. The 3 of them will be responsive to the NDLTD.

EF: Thanks for EW’s enthusiasm and energy. PDF/A?
EW: Will not detract from this but Adobe is looking at next generation of functionality.
JL: It’s critical for ETDs that we can tell people we will be able to migrate PDFs with multimedia into the future. Please communicate to the developers so that we will have access to multimedia formats 50 years into the future.
EW: The depth and longevity issues are very prominent. Looking at archiving issues also in terms of different disciplines such as health care. These are also shaping the direction of Adobe. Flash Acrobat is very interesting. New release of Acrobat last month. Has this group been involved in beta testing—usually 18-month cycles?
JH: Multimedia aspect of ETDs and embedding into PDFs. Embedded vs. standalone.
GMc: PDF/A doesn’t allow external links so including embedded information will be extremely important.
EW: Flash revisions and working with the developers is just the advice she is looking for from us.
EF: Previously we helped articulate best practices and our website it not that good about preservation practices at this time. What would be the sites we should be linking to?
JM: New media dissertation authors particularly need assistance. Disappointing how slowly the genre has changed. One reasons the awards are so important.
GMc: Preservation should not be exciting. It should be part of standard operating procedures.
EV: Pushing preservation on to the students should not be a barrier.
TH: Is not interested in innovation but in access. People should be able to get to the materials. The multimedia things are important, but we haven’t even provided access to the text!
JH: We don’t even have a link to the PDF/A white paper.

ProQuest Report/Austin McLean
Open Access publishing option revealed this fall for a student who wants PQDT (ProQuest Dissertations and Theses) Open Access—the model is one used by ejournals in that the author or institution pays for open access and PQDT Open access is available to the world. PQDT Open is for users who do not have affiliation through an institution. The institution is also getting an additional layer of security re copyright clearance. Next year: Appendices will not be the only place that copyright violations will be searched, but
plagiarism tool will compare all ETDs against each other in the PQ database. Moving away from one-size publishing model in place for 65 years. 850,000 PDFs in the PQ database.

EF: Is it possible for the PQDT Open version to be OAI compliant and harvestable by anyone?
TH: Requested base URL for this from AM.
EV: Can institutions subscribe to get open access to their students’ works?
AMc: One option per institution, usually through the graduate school.
GMc: How many have signed up for the open access option.
AMc: 2 institutions: 1 students pay, 1 institution where the library will subsidize the fee for 1-2 years.
GMc: Library vs. Graduate School.
JH: May be decentralized like WVU and Ohio State.
AMc: there are 2 versions: unpublished version, UMI edited document that has been published by PQ.
The unpublished version is for the institution to do what it wants. The later version is edited by PQ and returned to the home institution. An institution in Texas has a legal problem where appendix had copyright problems that can be alleviated by PQ services.
JM: Copyright issues in the manuscript have previously been a UMI service.
AMc: Doesn’t look at the body of the manuscript for copyright infringement, only the appendices. The institutional copy verses the web copy is what PQ is willing to handle for the institutions.

Google Report/Ed Fox
Last meeting we agreed to beta testing with Google, many NDLTD sites agreed and EF sent info to Google. The single vs. multiple file issue—Scirus had been able to deal with the multiple files, so Google dropped the issue as a problem. There was discussion about how to proceed. Google wanted to get a baseline, but thought they may have already got them “all.” Discussion: They can’t have them all, some are restricted. LAC doesn’t get an ETD until it is available to the public. OCLC could tell them if they have them all. Christian Di Carolo’s Oct. 27 email to EF: hasn’t finished the cover analysis of 20 participants. However, it might be worth moving ahead with restricted.

EV: Cal Tech said no access to restricted. OCLC gave them access to more than the public could see.
There is a contract so it is more than a trust issue.
EF: He hasn’t sent this request to the beta testers.
JL: Gatekeepers?
EV making ETDs discoverable is the goal, isn’t it? All of our metadata is public.
AMc: Institutional ramifications would be the issue.
EV: Some restrictions are due to patent applications.
JL: A lot could be learned through full indexing.
EF: If the metadata vs. the full work were discoverable, the searches would reveal a lot.
AMc: Users may think that they got a false hit if the words they search on returned metadata that didn’t include their word.

Agreement

EF: Google Coop was also introduced: pool of all things googled. You identify hits of your interest and make that your pool of resources. EF tried this and it didn’t work well. Someone from Greece asked about their site: Google responded that Google had ETDs but Google Scholar did not. NDLTD could have a Google ETD site that may include ETDs not in the Union Catalog. EF doesn’t want to do this so who might want to?
TH: People need a way to add their sites.
AMc: We could tell Google about sites with a widget.
GMc: Who wants to do Google’s work for them?
TH: It would benefit all ETD institutions.
JL and EM agreed.
Conclusion: There were no volunteers.
JL: Ask beta institutions if any of them want to work with Google on this.
EF: Surveyed ETD-L and no one responded.
AP: Asked for access to the list of institutions that they are already scouring and she didn’t get any response.
EF: He will try.

Preservation Services/Gail McMillan
The NDLTD homepage says we promote the adoption, creation, use, dissemination and preservation of ETDs, yet we don’t actually have a strategy, plan, procedures, or even policy recommendations. Therefore, GMc proposed that the NDLTD implement the LOCKSS program that she and R. McDonald (FSU) and C. Jannik (Ga. Tech) proposed at the Sydney ETD 2005 Conference, and Kamani Santhanagopolan prototyped (that included PUC Rio (AP), UCapetown (HS), Humboldt University (Peter Schirmbacher), Florida State University, Georgia Tech, and Virginia Tech). GMc presented this for KS at the Quebec ETD 2006 conference. This strategy has very low barriers in terms of cost, equipment, and software. It is based on the experiences of many university libraries. See http://www.metaarchive.org/ and ASERL (Association of Southeastern Research Libraries, see http://www.aserl.org/projects/lockss-etd-overview.html).

EF: There are no resources to support this at VT.
EV: Cal Tech would be interested in participating if more than ETDs could be harvested.
TH: LOCKSS is working with OCLC also.
Discussion: EF administering.
JL: What would it take?
AP: Support new users would be a cost.
JL: Are you looking for a signal from the board, if you propose a
EF: Is the board interested in this topic? Is there anyone else interested? Should we develop a plan?
CJ: Preservation is one of the big concerns that programs have when they’re starting. Microfilm preservation is still what some are relying on. Any file formats? NDLTD should pursue as a service to members.
EF: It fits our criteria of low barriers.
EV: Many institutions may hesitate to require ETDs because the preservation question hasn’t been answered yet.
JL: Moved that someone should propose and include a business plan about a potential LOCKSS strategy that NDLTD could support.
AP: NDLTD should provide technical advice: tutorial, etc.
TH: Minimal level.
AP: Minimal level is important.
JM: 2\textsuperscript{nd}
All in favor.

Country Report: Brazil and South America/Ana Pavani
Latin American consortia: Brazil 54 institutions, over 32000 metadata records. Chile: 6 institutions, 2000 metadata records. Only Brazil is being harvested by OCLC. CyberTheses is used by Chile and it is difficult to exchange information with CT. OAI compliant. Harvest only but not a provider, like China. Union catalog of Brazil. Venezuela: EF and AP were there in August. Organizing a national consortia 5 institutions, 1400 metadata records. 6 more joining. Using the Brazilian software. She identified countries where there are isolated projects: Brazil has 8000 ETDs that are not complied and therefore not harvested. Expect to harvest in 2007. Argentina has 1 institution with 50 metadata records (Atomic Energy). Columbia--she found 1 institution less than 100 records. Mexico--1 institution, 1000 records. Problems collecting data so don’t know how many records you may get. Operations are sometimes not stable: even data and service providers. Identified many solutions based on CyberTheses, DSpace, Brazilian software and many local solutions. Only 2 institutions in Latin American are NDLTD members: Sao Paulo and
PUC-Rio. ETD initiatives are very local and uninformed about NDLTD. 2 new projects in Brazil: union catalog of all open access digital contents: ejournals, articles, ETDs, courseware called Oasis. They started to make ETDs available to visually impaired people at PUC Rio. Received grant for project to begin in December for Portuguese text and mathematical expressions.

EF: Based on your findings, what would be the most productive thing to do in Latin America?
AP: Reach the universities. Free software she developed, OAI PMH compliant, Linux, MySQL, etc. all free. Institutions have a very hard time starting a project and maintaining it. Threaten to remove them from the union catalog. There is funding from the Brazilian government but the institutions will not commit.
TH: Mexico—why are they not more participatory?
AP: Planning for 4-5 years, but no results. Give her the names and she will contact them.
SR: There are also institutions in Canada that have been years in the planning. Personnel turnover.
AP: Beautiful planning is one thing, but a project requires commitment and showing results.
GMc: 80% voluntary compliance at Penn State so they decided to make it a requirement.

EF: Finishing country reports:
Nothing from India. TH: New representative in India to OCLC. She is not in the same area as Shalini Urs.
No report from Portugal.

ETD 2007 Conference Report/Eva Müller
Web site http://epc.ub.uu.se/etd2007/ has been recently updated with travel information. JCDL (Joint Conference on Digital Libraries) will be difficult to get to because it starts the very next day. Early November was first call for papers. In early January will have 2nd call for papers. Jan. 15 registration will open. Feb. 15 will be final deadline for abstracts. Proposals for tutorials could also be added. Another conference just before ETD 2007 (for technical university libraries) IATUL is in Stockholm. Perhaps we could have shared tutorials with ours. Another conference asked about our last conference day. Last dinner will be in Uppsala castle, very special and we may share this venue with another conference. March 15 will be notification of acceptance for abstracts. May 15 final papers deadline. She would like to publish these before the conference. Conference June 13-16. Local internal committee has wikis for all members. Has approached some speakers. Greg Crane from Tufts University and Ingeborg from Helsinki have both agreed. Peter Murray Rust from Cambridge re added value. Tony Hay. Large in Heidelberg may also be in panel discussion. He works with data and e-science/cyber-infrastructure, re genetic and biotechnology. Local organizing committee has subcommittees re anniversary party. Various other subcommittees. EM has a conference co-chair from UU, which she leaves in Feb. for the Swedish National Library. Has developed a sponsorship brochure [GMc added 4 June 2007: http://epc.ub.uu.se/etd2007/images/invitationSponsorETD2007.pdf] that she will send to us. Several levels of sponsorship, exclusive gold sponsorship. ProQuest has responded but with additional demands. EM would like advice. She has also had an offer from Scirus. ProQuest wants exhibition area and presentation platform, 3 free registrations instead of one. Scirus wants to provide bags, but ProQuest wants their logo on the bag.

EV: Scirus could have logo on the nametag.
JL: Work with previous conference chairs.
EW: Here are bidding opportunities.
EM: We hope to get enough money and provide anniversary party for 10 years of NDLTD.
JL: Committee meetings need to be planned into the schedule, not as an afterthought.
EM: She planning on them meeting before the Board meeting.
JL: We could bring in non-board members if we have it ahead of the conference. Why not have committees simultaneous with tutorials? It may give people a way to justify their conference travel, but they can’t go 2 days early. Would it be possible to replace one breakout session to have a committee meeting?
EV: Have a break out session for beginners so that others could participate in committee meetings.
TH: It worked well for him in Quebec to come in just for the Board and committee meetings on one day.
EF: Do it like we did this meeting with some meeting held on the previous afternoon.
EV: Have a room available for committees that wanted to meet.
EM: Not a problem to do that. Still wants guidance on when to schedule meetings.
EV: Conference organizer should not have to worry about committee meetings. Committee chairs should organize their own meetings.
EM: She will make rooms available. What about Board meeting during poster session?
JM: Good idea.
EF: It would be nice to have committee meetings just before the conference begins so that conference participants can also get engaged in the governance of the organization.
EM: Send comments to her.

**ETD 2008 Conference Report/Susan Copeland**

Proposed a change of venue for the conference because of many changes at Dartington College of Arts. RGU had been planning on bidding for conference, but decided to join with Dartington rather than submit competing bids. The many problems at Dartington have resulted in SC proposing that the venue move to Aberdeen and Robert Gordon University hosting the conference if the NDLTD Board agrees. Lots of dates in June are available in Aberdeen.

JL: Made a motion to move ETD 2008 conference to Aberdeen.
SR: 2nd
All approved
GMc: Provided dates for American Library Association and Canadian Library Association conferences and EF will send SC JCDL 2008 dates.
EF: Thanks for handling this and making good contingency plans.

Several attempts to teleconference (Skype) with Tony Cargnelutti did not work. He’ll see us in Uppsala and volunteered wherever he may be needed.

**Moxley Report/Joe Moxley**

Wiki hasn’t evolved much. Why? Does it need a WYSISYG? It’s now on a secure server with appropriate backups. *ETD Guide* is there but needs to be updated. However, he’s also looking at another wiki. [GMC added 6 June 2007: http://community.etdguide.org/]

SR: Clarification? We’re we looking to update the ETD Guide as well as committee pages. It’s broader than a wiki for the ETD Guide?
JM: Yes.

2:50 pm SE left for the airport.

JH: We need the stability of having one place to go for information to be maintained.
EF: May be a question of getting the right people to participate in the online community to interface with students. More involvement than people at this table.
JM: It’s totally open and no password is required.

JM: Online community building was a topic EF requested that JM look at. There’s new software: community server with a blog feature, forum features, photographs, file uploads and coming is a wiki. If we would each put one blog post per month one thoughtful ETD issue it would bring readership to it and value to it. Committees could work there. He’ll send the URL again. It is set up and really very good. He used an earlier version of the software for 2 years. He’ll set us all up as administrators. You can social network—blogging etc. You can subscribe and join without any restrictions. If it required a lot of work, a server administrator may be needed. Blog aggregates like most do; NDTLD is the
default if you tag your blog as NDLTD. You can also feed in another blog. Wiki is so outdated that it’s embarrassing. The archive would be for the old ETD Guide and the new wiki would be for more.

ETD Journal proposal: JM has thought about topics and more. [http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/MoxleyETDJournal.pdf](http://scholar.lib.vt.edu/theses/NDLTD/20061206BoDmeeting/MoxleyETDJournal.pdf)

GMc recommended that it only be an online journal. JM: for stodgy academic types it needs to be printed too. This may not be the time, but it is something for us to think about.

JM: Handout articulates his thoughts on an ETD Journal. Would we get quality essays for a totally online journal about ETDs?

AP: It is strange to think that paper will bring quality.

JL: Faculty perspective.

TH: Doesn’t matter, we shouldn’t do it.

JL: Could we get people, instead, to submit articles to their own journals? This would be more effective.

EM: Who is the intended audience?

JM: See bottom of first page of handout for target audience.

EM: Make links to existing articles. Monitor what has been published.

JM: Let’s make the online blog forum work. This would be a good step. Think about the ejournal idea.

TH: The blog would be a challenge but it’s conceivable that we could pull it off.

EM: Peter Suber’s online letter is a good model.

EV: Peter Suber could pick up monthly ETD letter.

JH: ACRL was interested in our activities also.

JM: Please set up an account to blog about ETDs regularly, that could create a value that is missing.

TH: There are specialized blogs out there, e.g., FRBR (Functional Requirements for Bibliographic Records) blog. We could do something on that level to cover the material across the world. It takes some dedication, however.

EF: We could establish a calendar and each one of us would contribute monthly.

8 agreed to participate at least once every 2 months.

TH: The 28 people on the Board could participate.

EF: After the first issue it’s a challenge to get the rest of the year. This blog may result in columns, as if it was our topic for the journal. Magazine, not a journal, actually. JM agrees. Let’s try this for a year.

3:30 pm JM left for the airport.

TH: It would be great to garner more NDLTD participation.

GMc: Publishers’ policies could be a popular topic.

3:30 pm WC joined via teleconference

WC: Commented on Ohio State’s 3 groups: embargo (J. of Microbiology, ACS; patent; disclosures; arts/humanities who need longer period to get their books published) 1, 3, 5 years delay but all metadata on OSU web site. Allows access to the authors. Can ask for extensions but have had very few call. NO CASES OF PEOPLED DISADVANTAGED BY THIS POLICY. The institution has some rights to the document also. As a public institution OSU wants to publish for the public. Partnering with the students. Copyright laws compliance.

EF: One of the questions is if the NDLTD could play a clearinghouse role. EF has negotiated with publishers.

JL: Both University of Cincinnati and someone in the UK have web sites that have links to the publishers' policies.

EF: How could we support the NDLTD community better?

WC: Someone needs to go directly to the publishers about their policies. Their policies may be based on the paper documents. Press them and they may become aware. Blackwells said they hadn’t thought about it and then said they didn’t see any difficulty. Harvard Press waffled on the issue, based on a letter a student produced. Elsevier? The UC site [GMc added 4 June 2007 http://www.etd.uc.edu/journal/](http://www.etd.uc.edu/journal/) has a policy from Elsevier. UK’s is wikipedia-like.
JL: UK site is about open access Sherpa RoMEO. [GMc added 4 June 2007

http://www.sherpa.ac.uk/romeo.php]

TH: ACS policy has become more open recently, hasn’t it?

EM: Romeo Sherpa project will be extended in collaboration with Sweden and Holland.

EF: Early ETD-days he gathered policies from publishers. Are these still on the NDLTD site?

WC: When students came to him about problem publishers, he would contact publishers and got policies.

Perhaps he could put something together. It would be an advantage if it came from the NDLTD.

EF: Blog could have a publisher policy forum.

GMc: Could we get publishers to contribute to the blog?

EF: This would get us good publicity and be useful to the ETD initiatives worldwide.

EF: Who would shepherd this process from Sherpa and NDLTD?

EM: Will get Sherpa info.

WC: Will participate.

EV: Will participate also.

EF: Will ask JM to set up the blog to focus on publishers’ policies re ETDs.

EF: Received mail from OHIO ETD conference group.

WC: Doesn’t know about this. OhioLink has a listserv.

JH: Angie McCutchen gave JH this information re Feb. 1-2 conference in Dublin, Ohio. [GMc 4 June 2007 http://www.umsl.edu/~conted/conferences/etd/invitation.html]

GMc: Question for WC re faculty giving advice to restrict access, not publishers. Is this the case at OSU?

WC: Common in certain cultures on campus. History, English, modern languages. A concern about book publishing. English Dept. wanted to embargo every ETD for several years without exception. Faculty need to be educated. The sky will not fall because an ETD goes online. Book is so different from ETD that having it online is not a problem. Whets the appetite for the book. Have seminars every quarter to step them through the process and for faculty. A role for the graduate school.

JL: Is he going to the CGS meetings?

WC: No, he’ll be grading. Snelling is going from OSU. Staying at the Marriott. Will send email to GMc and copy Snelling about this discussion.

EF: CGS connection hasn’t been maintained. How could we keep this on their agenda? If we sponsored an award that they would give for best ETD. Would this work? What would be more effective?

WC: Over the years there have been sessions about ETDs. They have been run by ProQuest. (AMc will be attending.) It would be good to get this into the formal program. CGS has awards for best dissertation and maybe we could suggest the best ETD would be good exposure also. Big Ten schools have also discussed so is another avenue to be explored.

EF: How should we proceed?

WC: Debra Stewart, head of CGS, should be contacted directly by EF with these suggestions.

EF: Thanks to JL and ARL for hosting this meeting. Please pass along our thanks to those who helped.

4 pm adjourned
Proposed Agenda for Dec. 5, 2006, 4 – 6 pm
Renaissance Hotel, Meeting Room 2 on the Meeting Room Level
999 Ninth St. NW, Washington, DC: Metro Stop: Gallery Place/Chinatown on Yellow Line

- Awards/Hagen
- Implementation/Hagen
- Development Committee Report and Recommendations/Hagen
- NDLTD / ACRL Alliance/Hagen
- Appalachian Regional ETD Consortium Update/Hagen
- Country Reports (if time permits)

7 pm NDLTD Dinner en masse at M&S Grill (Reservation is under Lippincott)
600 13 St., NW (202-347-1500) Easy walk from the Renaissance Hotel.
If coming separately, take Metro to Metro Center.

Proposed Agenda for Tuesday, Dec. 6, 2006, 9 am - 4 pm
ARL offices/8th floor conference room
21 Dupont Circle, Washington, DC: Metro Stop: Dupont Circle on Red Line

Welcome: Ed Fox
Introductions

Approve the Minutes of June 2006

NDLTD Committee Reports
- Finance/Eldredge
- Nominating/Lippincott
- Membership/Copeland
- Standards/Hickey
- PR/Allard
- Union Catalog/Chachra

Lunch

System Reports
- Adobe/Wagner
- Proquest/McLean
- Google/Fox
- LOCKSS: ETD-IPN/Fox

Country Reports
- Australia/Rickards
- Brazil/Pavani
- Canada/Reese
- India/Urs
- Portugal/Borbinha
- Sweden/Müller
- UK/Copeland
- Others?

Other Discussion
- ETD Guide Wiki/Moxley
- NDLTD journal/Moxley
- NDLTD forum/blog/Moxley
- Publishers’ policies/Clark
- Other topics?