

Metadata Policy, Strategy, Use and Sharing Advisory Group (MUSAG)  
March 11, 2016

Present: Kristina Eden (recorder)  
Steven Folsom  
Valerie Glenn  
Todd Grappone  
Martin Kurth  
Patti Martin  
Angelina Zaytsev

Absent: Tim Cole, Shana McDanold

### **Agenda**

1. Environmental Scan Working Group update
2. Policy Development Working Group update
3. Bibliographic Metadata Working Group charge discussion
4. Late agenda additions

### **Action Items**

There are no action items.

### **Environmental Scan Working Group update - Valerie**

The ESWG has begun a draft of the environmental scan report beginning with the bibliographic metadata section. By the group's next call they aim to have sections drafted about the federal documents registry and print holdings data. The draft will be shared with the larger MUSAG group to invite comments about things that are unclear or needing further work. The report is potentially as a metadata primer for the PSC and other HathiTrust committees. A number of groups would benefit also from seeing this widely shared. It doesn't particularly need to go to the HathiTrust Board and more than to other groups - so the ESWG is not working towards the May 16 deadline or have it ready for the next Board meeting. The group is focusing on describing the environment and surfacing problems, not on making recommendations. The identification of solutions will be work to accomplish later in the process, likely in consultation with the larger group. Their next call is scheduled for March 23.

### **Policy Development Working Group update - Todd**

The PDWG has written a draft policy which they hope to have ready for PSC by May 16. They are nearly done with talking to people to get background information on how the current policies were developed. It is not the intent for any policy recommendations to change bylaws. Despite the potential intersection of work with the bibliographic metadata working group, the PDWG feels that their draft can be constructed without delay. The current bib correction policy places responsibility on the contributing library to make

corrections. They are looking at different use cases - one of which is corrections. They are not exclusively looking at corrections though. The policy draft is intended to cover use and sharing of other types of data, not just bibliographic.

### **Bibliographic Metadata Working Group charge discussion**

Patti sent us two documents to review and discuss including a revised draft of the bib metadata working group charge. MUSAG approved the changes to the draft but added that it needs a timeline before we finalize the charge. We will aim to hold a joint call with Zephir Operations in May to discuss next steps – the people from Zephir Ops to include on the call are Jon Rothman, Tim Prettyman, Kathryn Stine, and Steph Collett.

### **Late agenda additions**

Program Steering Committee update - Todd

Todd gave an update on the PSC. They have a new chair, and they're looking to expand the collections committee membership. The HathiTrust member meeting is confirmed for November 10. The board meeting is scheduled for June - if MUSAG wants to get anything to PSC in advance of that board meeting (Todd would like to get the draft of metadata use sharing policy) then we need to get it on agenda for their May 19 call.

Rescheduling the next MUSAG call time

Our next call is scheduled for April 8 however this time is difficult for at least four group members. We'll reschedule for April 22 at 11am or send out a Doodle poll to find a better time.