Digital Archive Committee

October 17, 2023 CE

Agenda:

A. New Business & Updates
   a. News from the Good Marmot Folk

B. Dark Matter
   a. Islandora Upgrade and Migration News
      i.   Subject Terms clean up continued
         1. Successful attempt in local machine at migrating compound parents with cleaned up subject terms
            a. The Islandora workbench (the migration tool) checks that terms to be migrated are in the taxonomy, reports an error for ones that aren't
            b. Have to manually correct the terms not found.
         2. [Document of subject terms to clean up programmatically](#)
         3. Transformation script contains the terms added so far
         4. Updated subject terms in [migration shared drive](#)
      ii. I7 Physical Location field will migrate to "Physical Location" (field_physical_location)
         1. Allows for multiple entries
         2. In I7/current archive, within the solr index, there are four different fields that may contain this information.
            a. Not all versions in the edit marmot master form
            b. All versions look like valid; and do get displayed in Pika
      iii. I7 Shelf Location fields
         1. Also within the solr index, there are four different fields that may contain this information. Not all display in the edit form; but they all do display in Pika
         2. Which Label is preferred for this field?
            a. I7 form says "Shelf Location"
            b. Pika displays "Shelf Locator"; The mods

data also labels this "Shelf Locator"
iv. I7 Physical Description fields
1. Extent will migrate to Extent (field_extent)
   a. Allows for multiple entries
   b. Fixed display of multiple extents in Pika (It will go into production with the regular Dec 5 release)
2. Note will migrate to Physical Description Note (field_physical_description_note)
   a. Allows for multiple entries
3. Form will migrate to Form (field_physical_form)
   a. Uses a taxonomy/controlled vocabulary "Physical Form"
   b. Allows for multiple entries of terms
4. Clean up of existing I7 MLN1 description terms
   a. Raw Physical Description Form terms
   b. There are some entries that clearly should be in an additional physical description note field, but the form doesn't present the option for that.
      i. mesa:387 (Interview with Joe and Mike Peep, and Ida (Bourg) Peep) / Transcript only for Tape 2
      ii. mesa:404 (Interview with Lawrence Ryan) / Note: Audiocassette 2 not digitized.
   c. What capitalization scheme should we use?
      i. All lower case: postcard, black and white
      ii. Sentence case: Postcard, black and white
      iii. Title case: Postcard, Black and White
      iv. Other option?
   d. Should these terms be combined?
      i. Postal card => Postcard
      ii. News Clippings vs Newspaper clippings
      iii. color postcard => Postcard, Color
      iv. colored postcard => Postcard, Color
      v. sepia-toned postcard => Postcard, Sepia
      vi. sepia vs. sepia-toned (Combine? Which term)
   e. Initial proposed physical form terms
5. Type - Retain field?
   a. MLN1 I7 has a physical description "Type" option, which is unrequired, and has two possible options: technique or material. The vast majority of MLN1 objects are assigned the type "material"
      - Material: 12714
      - Technique: 17
        - Using three terms
          - Watercolor painting
          - digital
          - Poetry
      - None: 124

              b. The type field isn't displayed anywhere within Pika. Otherwise only seen in I7 form or MODS data eg.

```
<mods:physicalDescription
xmlns:mods="http://www.loc.gov/mods/v3">
    <mods:extent/>
    <mods:note/>
    <mods:form type="material">oil
paint</mods:form>
</mods:physicalDescription>
```

C. Reports & Open Discussion
    a. Fire Lookout Towers: Reed Library, Fort Lewis College
    b. More Fire Lookout Towers: Eagle County Image:155!

Notes:

- Pascal has successfully migrated subject terms--and corrected the
  common issues/subjects (trailing periods, for example).
- Future taxonomy will regulate subject terms, but it will require, possibly, manual adjustment upon migration.
- Physical Location field will migrate to "Field_Physical_Location"--it will remain a plain text field with the option for multiple entries. Apart from some mysteries, this should be straightforward.
- Shelf Location will remain the same.
- Physical Descriptions--Objects with multiple "extent" inputs will display.
  - "Notes" and "Forms" will be integrated as the latter has been used for additional "Notes". Future "Notes" fields will allow for additional "Notes" fields.
  - Physical form will have a controlled vocabulary--which is decent--but it still requires cleanup.

Action Items:

- Look at the "Potential New Subject Terms document and let Pascal know if anything is amiss.
- Look at Case Sensitive Duplicate Subject Terms doc and let Pascal know which ONE to use.
- Pascal will attempt a library-specific list of subject terms.
  - John will send out a request for volunteers to cleanup the lists if the above is not possible/practical
- Object to the elimination of "Type" now, or forever hold your peace.

- Object to the combining of Physical Description terms as a controlled vocabulary. Or forever hold your peace.

Meeting Logistics:

Join Zoom Meeting
https://us02web.zoom.us/j/675465153?pwd=TnozQVdOcHRvQVFXSWdjaE9zQnh3Zz09

Previous Meeting Recording and Minutes:

https://marmot.org/for-members/committees-and-task-forces/digital-archive-committee/2023-09-19-000000/meeting-recording