



CONTENT MANAGEMENT SYSTEM EVALUATION TEAM

Minutes

Minutes 08/2005 of the meeting of the Content Management System Evaluation Team held on Tuesday 19 July 2005, in Seminar Room 2, Library, commencing at 4pm.

1. Attendees

Helen Mandl, Prof. Sandra Wills, Donna Meagher, Michael Organ, Sharon Hughes, Dr. David Christie, Dr. Christine Brown, Dr. Ric Caladine, Dr. Jon Cockburn, Assoc. Prof. Lee Astheimer.

Apologies

Assoc. Prof. Brian Martin.

2. MINUTES OF THE LAST MEETING

The minutes were read and accepted.

3. BUSINESS ARISING FROM PREVIOUS MEETING

CMS Evaluation Team Web Site

Preparation for the uploading of the web site and creation of the *ir.uow.edu.au* domain was proceeding. Web pages had been prepared ready for uploading.

Action: Donna Meagher to liaise with ITS re new domain.

4. ACADEMIC REPRESENTATION ON THE COMMITTEE

Helen Mandl reported on the progress of invitations sent to academics to join the Team, and welcomed new members – Assoc. Professor Lee Astheimer, (Biomedical Sciences, H&BS) and Dr. Jon Cockburn (Creative Arts). Dr. Brian Martin (Arts) was unable to attend at this time. Dr Wendy Russell (Biological Sciences) will also be invited to join the team. In order to accommodate the new membership, the meeting time was changed from every second Tuesday to Monday at 3.30pm.

Action: Helen Mandl and Michael Organ to arrange information session/s for new Team members. A package of background documents to be sent to new members.

4. VISION & OBJECTIVES DOCUMENT

Helen Mandl tabled the 'Vision and Objectives' document which arose out of the discussion at the previous meeting regarding a framework for the development of checklists. The document summaries the drivers, benefits, objective and stakeholders relating to teaching and learning and research objects within an institutional repository at the University of Wollongong.

Discussion ensued regarding the applicability of the Student Portfolio project to the CMS Evaluation Team. There was also discussion regarding the similarities and differences between the two broad areas of teaching and learning objects, and research objects as they relate to digital repositories. Members of the Team emphasized the need to consider

interoperability between the institutional repository and other repositories and systems on campus.

Action: Helen to circulate 'Vision and Objectives' document for comment.

5. CHECKLIST DEVELOPMENT

It was noted that in the development of checklists as part of the UOW WebCt / Vista project, the practical experience of using an LMS system was brought to bear. With the current institutional repository project there is no such local experience available. Members proposed that in conjunction with the development of checklists, efforts be made to secure a test bed such as Dspace in order to acquire relevant experience to assist in the process of selecting a system which best fits the needs of the University.

Action: Helen and Michael investigate the acquisition of Dspace as a test-bed institutional repository system.

6. OTHER BUSINESS

Nil.

7. NEXT MEETING

Monday 1 August at 3.30pm in Library Seminar room 2.

Meeting concluded at 5.30pm.

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