

Depot Standards/Evaluation Work Team
January 25, 2008, 9:00 – 11:00 A.M., CPE Conference Room B

Present: Stephen Noble (UofL), Barry Burkett (Thornhill Learning Ctr.), Sandy Cook (KCTCS), Donna Eustace (KDE), Jeffrey Jones (Fayette), Allen Lind (CPE), Eric Weig (UK), Miko Pattie (CPE)

- 1. Introduction of Members**
- 2. Overview of the Depot Planning Status:**
 - 2.1. Sandbox has been built – <http://florida.theorange grove.org>**

This is still very rough. Branding will be done soon. Default profiles for searching, metadata, workflow, security are in place for us to tweak. The work that's done in this team will drive the tweaking.
 - 2.2. SREB has completed 3 guides - Learning Object Metadata Guide, Evaluation Criteria and Evaluation Checklist. The LOM user guide is in draft status. Wil Hawk of SREB joined us for a discussion of the user guide. He is working on a Webinar for March and is creating this as an online tutorial. He asked us to give him input to improve this guide.**
 - 2.3. The Depot Business Plan Team is working on how best to develop and sustain the Depot. Issues such as funding, intellectual property & copyright, what to include or exclude will be worked through this team.**
 - 2.4. SREB harvester – LSU is taking the lead on building a harvester that harvests metadata from repositories in SREB states on a scheduled basis so as to ensure system performance when searching across repositories. Miko and Eric will be involved in this.**
 - 2.5. RFP – The Equella license is for 9 months. We will need to start working on RFP sometime in April when the state budget is settled. Miko will be on Equella's Customer Advisory Board and will not be able to participate in this process. Volunteers from this team are needed.**
- 3. Is the Depot built for online or traditional classes?**

All agreed that we need to build it for both as most classes are blended now.
- 4. Workflow – How do we ensure that a minimum set of metadata is defined to provide adequate access to learning objects but not to become a barrier to contributors in the workflow? Will there be a review process before objects go live? How do we balance quality of content and metadata versus timely access? One solution is to show process status so educators know what they are getting.**
- 5. Next Step – With so many issues that need to be addressed by the team, the group consented that the top priority is to identify required metadata set. Donna is to create a collaborative workspace in her wiki for Steve to start jotting some outlines. (This has been done and we have a link to this wiki on our website work space.)**
- 6. We will meet monthly on the 4th Friday of the month. Next meeting will be Feb. 22, Friday, 9:00 – 11:00 A.M.**