2016-11-17—PCDM FileSets Meeting

Date and Time
November 17 2016, 2pm EDT

Connection Information
Google Hangouts: https://hangouts.google.com/hangouts/-/artic.edu/pcdm-filesets?authuser=0

Attendees
- Adam Wead
- Andrew Myers
- Esmé Cowles
- Jennifer Lindner
- Kevin Ford
- Nikhil Trivedi
- Stefano Cossu

Agenda
1. Review and merge use case documents:
   a. AIC: https://docs.google.com/document/d/1TT4gSgQoUpMxsiYwmmWau3jql2Kyp94tGYYBtvCa9U3W/edit?usp=sharing
2. Build technical requirements and adjust charter wording if necessary: FileSets Working Group

Previous action Items:
1. Stefano - gather use cases from various documents that describe the reasons for forming this WG. If needed put them into a single document on which we can all collaborate.
2. Drew - Do the same as Stefano, specifically for the Hydradam use cases.
3. Everybody - help formalize all use cases in a way that they can be turned into actionable tickets during our next meeting.

Minutes
- General agreement on use case document; some amendments and clarifications
- Point 1 is more about establishing shared practices and providing guidelines for CC implementers to model content; it requires writing up some documentation
- Some minor adjustments to the charter document needed
- Only major decision point is whether we want to use FileSets to fulfill the planned functionality or completely do away with FileSets and elect a CC-specific class, inherited from pcdm:Object
  - Both approaches need code changes
- We can start creating a code repository and entering tickets; we will review the tickets and lay out an action plan in the next meeting
- Some specific features, such as WGBH's links between Files (e.g. <XML metadata file> iana:describes <content bitstream>) are up to individual implementers; we want to keep the model as open as possible making only minimal assumptions
- Same for point 4 (discoverability); each implementer should be working off of a shared base to tweak Blacklight to match their institutional discovery needs
- Github repository: we can open a new repo under projecthydra-labs so we have a place for tickets centered on this WG rather than the individual projects that we are going to commit code to

Action Items
- Stefano Cossu: Adjust charter points to match use case document
- Andrew Myers: Open Github repository to start putting tickets
- Andrew Myers and others: enter key tickets in Github repo