

APPENDIX A

From "Mary A. Mallery" <mallerym@mail.montclair.edu>
Sent Thursday, July 12, 2007 3:40 pm
To meneghinc@mail.montclair.edu
Cc
Bcc

Subject Digital Repository Questions from the Academic Computing Committee
Dear Cindy:

At its May meeting, the MSU Academic Computing Committee (ACC) formed an ad hoc Committee to investigate the uses of digital repositories on campus.

As Chair of this Digital Repositories (DR) Committee, I have been charged with conducting an informal survey of department and school administrators on digital repository use at MSU and to report back to the ACC in September.

You were recommended by your department administrator as a primary contact for digital repositories. Please answer the following questions via return email to me:

- 1) What digital repository systems do you or your department currently use? Please give the names of the software and hardware for all systems.
- 2) What do you see as the needs for a digital repository in your department and/or school? and
- 3) Do you have current plans for implementing a digital repository system? If yes, please give the names of the software and hardware for this system.

To assist you in answering these questions, the DR Committee approved the following text prepared by Patty Kahn, MSU Office of Information Technology:

Digital Repositories

Definition

Repositories are important for universities and colleges in helping to capture, manage, and share institutional assets as a part of their information strategy. A digital repository can hold a wide range of materials for a variety of purposes and users. It can support learning, research and administrative processes.

Why Digital Repositories

There is a concern for preserving faculty content, which requires a digital repository solution to address the challenge of collecting, preserving, indexing, and distributing scholarly content. In this digital age, these scholarly assets go beyond the written text, but include digital images, video, and music, which augment this challenge. For example, as described by MIT, digital repositories could house "learning objects" that consist of traditional lecture notes, sample exams, and course calendars, but also include things like complex simulations and visualizations, multimedia presentations, or videos of key lectures (Smith, 2003, D-Lib Magazine).

There are several applications that Universities have used to support digital repositories. MIT collaborated with Hewlett Packard and have developed an open source system called DSpace™. Johns Hopkins has their home grown solution called "Gamera."

Please send me your responses to these questions by Thursday, August 2nd, so that I can prepare the summary of responses for the ACC September meeting.

Finally, please feel free to contact me if you have any questions.

Thank you! --Mary

* Mary Mallery, Ph.D.

* Assoc. Dean for Technical Services