

Data Management/Curation Task Force
Draft Agenda
Thursday, January 10, 2013, 3-4pm
Health Science Center Libraries Room

Draft Agenda Components (may or may not be in this order)

- Introduction/Orientation/Welcome to the Task Force (Cecilia and/or Diane)
- Introductions by all attendees
- Introduction from Research Computing
- Introduction from Office of Research – needs for compliance
- Known goals
 - DMP Tool, customizing
 - SURA Dataverse Network Proposal, due 1/30
 - CTSI Survey, adapting for institution-wide
- Additional goals and concerns, discussion
- Next meeting, we will send out a doodle poll

Data Management/Curation Task Force
Draft Agenda
Wednesday, January 23, 2013, 1-2pm
Library West, Room 429

Draft Agenda Components (may or may not be in this order)

- Current activities
 - DMP Tool, customizing
 - SURA Dataverse Network Proposal, due 1/30
 - CTSI Survey, adapting for institution-wide
- Discussion of larger goals for the group, planning specific tasks and timelines
- Meetings
 - Next meeting: February 6, MSL 107
 - Meeting schedule is every other Wednesday, and locations rotate from the Health Science Center Library, Library West, and Marston Science Library

Data Management/Curation Task Force
Wed., Feb. 6, 2013, 1-2pm; Marston Science Library, Room L107

Draft Agenda

- Updates
 - Focus Group Discussions
 - ABE, Hannah and Dave (and email question, Laurie)
 - Classics, Blake
 - New member: Rob Ferl
 - New email list: datamgmt-l@lists.ufl.edu
- Discussion of current activities and larger goals for the group
 - DMP Tool, customizing
 - SURA Dataverse Network Proposal, submitted
 - CTSI Survey, adapting for institution-wide
 - Other goals for the group, planning specific tasks and timelines
- Meetings
 - Next meeting: February 20, HSCL C2-41
 - Meeting schedule:
 - Every other Wednesday. Locations rotate: Health Science Center Library C2-41, Library West 429, Marston Science Library L107
 - Research Computing Day: May 2

Draft Overview of Activities/Timeline

- February-April:
 - SURA, collaboration on pilot test for Dataverse Network
 - DMP Tool, customization for UF resources
 - Planning for focus groups, surveys, and other data gathering activities
- April/May:
 - Focus groups planned for April/May
 - Survey?
- May-July:
 - Planning training and other supports, based on information gathered during Focus Groups and other activities
- Fall 2013:
 - Implementing training program
 - Creating and sharing proposed recommendations and drafts for approval processes?

Notes on SURA DVN Submission, Text from Submission

The University of Florida is interested in participating in the Dataverse pilot. The research domains we would like to include are:

- Medicine /Veterinary Medicine
- Medicine and Biology
- Computer & Information Science & Engineering
- Agricultural
- Geographical Information Systems (GIS) & Remote Sensing
- Political Science
- Classics
- Quantum Theory Project (Chemical Physics)
- Astronomy
- Other: Record-only process from UF's repository and digital collections
- Other: Records with restricted access files for video archive and/or linguistic database

Total expected size for the materials to be tested is less than 50GB. UF's RDM pilot project representative: Laurie Taylor and laurien@ufl.edu

Notes on Planned Activities and Timeline for SURA DVN Test

The expectation is that this will be a 6 month pilot project with a starting date in mid-Feb. 2013 with a rough timeline as follows:

- 1 month - training and initial configuration of institutional Dataverse implementations
- 3 months – loading of research data into institutional Dataverse implementations
- 2 months – evaluation of usefulness of Dataverse tools
- Report to community by late summer 2013

Data Management/Curation Task Force

Wed., Feb. 20, 2013, 1-2pm; Health Science Center Library, Room C2-41

Draft Agenda

- Focus Group Discussions
 - Classics, Blake: 3/1
 - Slides for use: linked on DMCTF site: <http://ufdc.ufl.edu/AA00013885/>
- DMP Tool, customizing
- CTSI Survey, adapting for institution-wide
- Trainings, workshops, and other resources:
 - Datasets LibGuide: <http://guides.uflib.ufl.edu/datasets>
 - Listed on DMCTF, upcoming include GIS on 2/27 and Reference for Data on 3/7
- SURA Dataverse Network; proposal accepted; conference call 2/25

Meetings

- Next meeting: March 6, Library West 429
- Meeting schedule:
 - Every other Wednesday. Locations rotate: Health Science Center Library C2-41, Library West 429, Marston Science Library L107
- April 10: Dr. Liu from the National Agricultural Library at UF
- May 2: Research Computing Day

Draft Overview of Activities/Timeline

On DMCTF site: <http://www.uflib.ufl.edu/datamgmt>

Resources

- DMCTF site: <http://www.uflib.ufl.edu/datamgmt>
- Related wiki: <http://uflibdatacuration.pbworks.com/>
- Email list: datamgmt-l@lists.ufl.edu

Data Management/Curation Task Force

Wed., Mar. 6, 2013, 1-2pm; Library West 419

Agenda

- Updates
 - Focus Group Discussions
 - Classics, Blake: 3/1
 - Working with Libraries' Grants Manager on meeting with her contacts at DSR for discussion of their workflows and concerns
 - Slides for use: linked on DMCTF site: <http://ufdc.ufl.edu/AA00013885/>
 - DMP Tool, customizing
 - CTSI Survey, adapting for institution-wide
 - Trainings, workshops, and other resources:
 - Datasets LibGuide: <http://guides.uflib.ufl.edu/datasets>
 - Listed on DMCTF, upcoming includes Reference for Data on 3/7
 - SURA Dataverse Network; proposal accepted; conference call 2/25
- Discussion of White House Policy
Memo: http://www.whitehouse.gov/sites/default/files/microsites/ostp/ostp_public_access_memo_2013.pdf

Meetings

- Next meeting: March 20, Marston Science Library 308
- Meeting schedule:
 - Every other Wednesday. Locations rotate: Health Science Center Library C2-41, Library West 429, Marston Science Library L107
- April 10: Dr. Liu from the National Agricultural Library at UF
- May 2: Research Computing Day

Resources

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- Email list: datamgmt-l@lists.ufl.edu

Data Management/Curation Task Force

Wed., Mar. 20, 2013, 1-2pm; Marston Science Library L107

Agenda

- Focus Group Discussions
 - Working with Libraries' Grants Manager on meeting with her contacts at DSR for discussion of their workflows and concerns
 - Plant Pathology lab, difficult "data" = photos of plants; would like to share images, and do not have storage space; working to ingest into IR and to make that work with their local processes/workflows (follow-up ETA)
 - Other updates
- DMP Tool, customizing
- CTSI Survey
- Trainings, workshops, and other resources:
- Datasets LibGuide: <http://guides.uflib.ufl.edu/datasets>
 - Listed on DMCTF, upcoming includes Reference for Data on 3/7
- SURA Dataverse Network delayed; conference call 3/25
- Promotional activities
 - News release on White House Policy Memo
 - UF Data Center brochure

Meetings

- Next meeting: April 3, Health Science Center Library C2-41
- Meeting schedule:
 - Every other Wednesday. Locations rotate: Health Science Center Library C2-41, Library West 429, Marston Science Library L107
- April 10: Dr. Liu from the National Agricultural Library at UF
- April 25: Digital Humanities Day and Interface (Smathers Library, 1A)
- May 2: Research Computing Day (UF Data Center)

Resources

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Data Management/Curation Task Force

Wed., Apr. 3, 2013, 1-2pm; Health Science Center Library C2-41

Agenda

- Focus Group Discussions
- Survey (e.g., CTSI and/or others)
- SURA Dataverse Network conference call 4/9, test: <http://arc.irss.unc.edu/dvn/dv/ufl>
- Data Management Planning CMS pages, <http://www.uflib.ufl.edu/datamgmt/>
 - Text was created using Hannah & Rolando's Research Data Guide, Denise & Michelle's Responsible Conduct of Research Guide, and sources across campus.
 - Christine Fruin, Scholarly Communications Librarian, will provide text for information related to copyright, intellectual property, and ethical use of data
 - Work with Cataloging to enhance the metadata content? Linking local expertise and DCC
- DMP Tool:
 - Val implemented the institutional branding of the DMP Tool
 - Only links are to:
 - UF Libraries Data Management Guide (Hannah & Rolando)
 - UF Research Computing
 - Add link to DataMgmt pages?
 - "Contact us" form also directs all questions to our working group
- Example DMP grant text:
 - See example based on text from Odum Institute; and example from Astronomy: <http://ufdc.ufl.edu/l/ufirg/results/?t=data%20management%20plan>
- Workshops:
 - Recent SPSS workshop offered by David, any others
 - Discuss types of workshops we need to set up (in order to build a larger support network) using local and external expertise for the UF librarians and other members of the UF community who may soon provide data services?

Meetings

- Next meeting: April 17, Library West 429
- Meetings: alt. Wed.; HSC Library C2-41, Library West 429, Marston Science Library L107
- April 10: Dr. Liu from the National Agricultural Library at UF
- April 25: Digital Humanities Day and Interface (Smathers Library, 1A)
- May 2: Research Computing Day (UF Data Center)

Resources

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Data Management/Curation Task Force

Wed., Apr. 17, 2013, 1-2pm; Library West 419

Members : Hannah Norton, Laurie Taylor, Rolando Garcia-Milian, Denise Bennett, Val Minson, Joe Aufmuth, David Schwieder, Blake Landor, Erik Deumens, Robert Ferl, and Cecilia Botero

Agenda

- Focus Group Discussions
- ASERL event, who to recommend? Val emailed; others?
- Survey in Qualtrics
 - Edits/changes
 - Possibly add answer on magnetic tape and VTS (Q12)
 - Send to faculty and grads in June and September
- SURA Dataverse Network conference call 4/9, test: <http://arc.irss.unc.edu/dvn/dv/ufl>
 - Possible dates (in HSCL Classroom):
 - April 24, 1pm
 - April 29, 9am
 - Checking with DSR on awarded grant data feed/export
- Workshops:
 - Recent SPSS workshop offered by David, any others
 - Discuss types of workshops we need to set up (in order to build a larger support network) using local and external expertise for the UF librarians and other members of the UF community who may soon provide data services?
 - DMP Tool

Meetings

- Next meeting: May 1, Marston Science Library L107
- Meetings: alt. Wed.; HSC Library C2-41, Library West 429, Marston Science Library L107
- April 25: Digital Humanities Day and Interface (Smathers Library, 1A)
- May 2: Research Computing Day (UF Data Center)

Resources

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- Related wiki: <http://uflibdatacuration.pbworks.com/>
- Email list: datamgmt-l@lists.ufl.edu

Timeline - Upcoming

April-May

- Holding formal focus group discussions in throughout April and May
 - IFAS Gulf Coast Research and Education Center in Balm (4/23)
- Supporting different informational and outreach activities and events
 - April 25: Digital Humanities Day and Interface (Smathers Library, 1A)
 - May 2: Research Computing Day (UF Data Center)
- Workshops (types for different groups: researchers, and data service providers); known needs:
 - DMP Tool for Librarians (and other Data Liaisons/Supporters to be identified)
 - DMP Tool and creating a plan
 - Possible workshop: Primer on Data Management, 2 hour version, expanded primer within 2 day workshop, co-taught with teaching faculty in-field; expanded primer within lab-style courses as with research and methods courses, etc.
- Planning training and other supports, based on information gathered during Focus Groups and other activities
- Drafting proposed plans for future activities, to be submitted in June Quarterly Report and for proposed presentation within the libraries on activities to date and expected future activities.
- Updating as central website: <http://www.uflib.ufl.edu/datamgmt>
- Developing a template for creating IR records of datasets for discovery.

June

- Send survey to faculty and grads
- Presenting within the libraries on activities to date and expected future activities
- Planning training & other supports based on info from Focus Groups & other activities

September

- Send survey to faculty and grads

Fall 2013:

- Implementing training program
- Draft proposed recommendations as whitepapers for review/approval/implementation to include: Recommendations for the Libraries' campus-level role in support of data management and curation; proposing a corresponding framework and resources for library support of the data life cycle; recommending the role of the institutional repository and research computing in storing, finding, and accessing working and final data, and linking publications to supporting data; and, recommending a framework for liaisons and subject specialists to incorporate data instruction and consultation into their workflows.
- Quarterly presentations or other means of information distribution within the libraries on current and expected activities

Data Management/Curation Task Force

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