Institutional Repository Project

Technical Advisory Group Meeting Agenda

Thursday 5th June 2008, 1 – 2 pm
Seminar Room A, Crawford House

Circulation	Working Group Chair: Allan Copley
	Project Manager: Phil Butler
	Working Group Members: Steve Hall (LS), Anthony Taylor (EPS), Mike Pigram (MHS), Dave Risley (HUM), Jenny Curtis (Library), Dave Cupit (Web Applications, IT Services), Bill Mclaughlin (Infrastructure, IT Services)
Date/Time	Thursday 5th June 2008, 1 – 2pm
Venue	Seminar Room A, Crawford House (Building 31 on Campus Map)
Filename	IRProject_TechnicalAdvisoryGroupAgenda_Meeting2008-06-05.doc
Enquiries	Dr Phil Butler, Tel: x51514, Email: p.butler@manchester.ac.uk

Agenda

1. Apologies

2. Introductions
   - Group members to introduce themselves

3. Terms of Reference
   - Group to review and approve terms of reference

4. Project update
   - PB to give a brief update of the Project's status, including business case, progress with early adopters and provisional launch window

5. Identify and prioritise topics for consideration at future meetings, candidates include
   - Hardware architecture, how do we take this forward?
   - Software architecture, stand-alone application or service(s) orientated?
   - Content submission interfaces, one or many?
   - Content dissemination mechanisms, supported technologies, ASP, ASP.NET, PHP, others?
   - Metadata standards, DC, MODS, METS, MARC etc?
   - Data integration and migration issues, SPOT, Research Management System, Campus Solutions, RIP, publication databases, others?
   - Roadmap of developments
   - Software and hardware sustainability

6. Other business

7. Schedule for future meetings