Work Group	Point of Contact / Current Status	Adjusted Due Date

1 Identity Management / Authentication / Shibboleth Integration

Work Group	Point of Contact / Current Status	Adjusted Due Date
Authentication Integration	David M in definition / design	9/10/2004

Authentication / identity management requirements for NSDL core and extended environments with Shibboleth implementation.

1) Roll-out/implement the short list attributes between askNSDL, NSDL.org and Columbia's Shibboleth and complete testing. (priority = immediate, due 9/10/04) Noah, Blythe and Syracuse Dev team, David M

2) Develop NSDL processes and policy.

3) Continue work with CI and Pathways on the attribute inventory, vocabulary, mapping; establish architectural design and requirements for partner system integration.

2 Collection Registration

Cornell Production	Diane H (Jon P) in definition / design	7/30/2004

Allow broader use of collections registration.
Define:
-broader group with ability to add collections (ENC?, approved Pathways partners?)
-changes necessary to the three interwoven systems (ingest/harvest, recommender, metadata editing)
-work flow and process

Next steps:
1) Report range of options for implementation, estimated hours to complete and ID potential system users. Provide plan and timeline (priority = immediate, due date 9/15/04) Diane, Jon
2) Decision point; PI/ Leads to approve recommended option for range of functionality and user groups (priority = immediate, due 9/21/04) Diane
3) Implement on NSDL.org before October (priority = immediate, due 9/30/04) Jon P
4) Dependency upon Identity Management features for login and group management. Define requirements (priority = immediate, due 8/11/04) Jon, Noah

Work Group	Point of Contact / Current Status	Adjusted Due Date

3 Metadata Architecture for Annotation / Augmentation

Metadata AARIE (A&A,review,ingest,eval)	Diane H in development / test	9/15/2004

Short term solution for metadata architecture addressing annotation and augmentation. Scheme design and development for OAI ingest. Current project status available at workspace: http://repository.comm.nsdl.org/cgi-bin/wiki.pl

1)Metadata architecture. (priority = immediate, due 9/25/04) Diane, Dean K, Jon, Tim, Naomi

4 Default Brand Generation - Technical Work

Metadata AARIE (A&A,review,ingest,eval)	Jon P in development / test	9/15/2004

When a logo is not provided, auto-generate a default brand. It is important that this work be completed before the annual meeting. Requires CRS changes.

Next steps:
1) Production implementation of the NSDL generation of a default brand.   (priority = immediate, 9/15/04) Dean K, Jon P

5 Fedora Metadata Repository

Fedora/NSDL Collaboration	Dean K in development / test	3/1/2005

Architecture, design and conversion plan for the Fedora metadata repository. (Elly, Tim, Eddie, Naomi are writing / generating code as we speak!)

1) Conversion plan, decision points, implementation plan and timeline ready for review mid Oct. (priority = medium, 10/15/04) Dean K

2) During Aug 18-19 mtg., Carl, Dean, Susan J, Karen to discuss timeline, checkpoints, major milestones to arrive at annual meeting with solid answers.

- MR in Fedora, Q4 2004
- Web Services, Q1 2005
- Integrated Search and Archive, Q2 2005
- Relationship architecture, Q2 2005

6 Content Management

Fedora/NSDL Collaboration	Dean K (Elly C) in integration test	8/31/2004

All things content management, based on the evolving Fedora architecture. Development of application to application interface and toolset.

. . .

1) Push news feeds from CMS to Pathways (priority = longer term) Elly, Tim

7 Search Service Overall Review

Search Integration	Dean K (Elly C) under investigation	9/15/2004

Search Service overall review. Solidify direction and options and determine how to go forward (UMass, Google, Lucene, ?)

1) Findings report listing the pros and cons of potential options and decision point. (priority = immediate, due date 9/15/04) Elly, Dean K

2) Track and analyze search data -- PI/Leads please consider for future work and prioritize. (priority = medium to longer range)

8 Highly Visible / High Impact: Projects In Progress

Fedora/NSDL Collaboration	Karen H in development / test	10/10/2004

The following work items are highly visible, will have a high level of impact or will add significant functionality for a relatively low expenditure of hours. These projects are prioritized as immediate.

1) AskNSDL login
2) Automated link verification at NSDL.org level
3) Automated updates / refresh of Star Tree data
4) Project information searchable database
5) Contacts database

9 Highly Visible - Priority = Medium

Work Group	Point of Contact / Current Status	Adjusted Due Date
Fedora/NSDL Collaboration	Karen H not started	6/1/2005

Highly visible category with medium priority.

1) Integration of askNSDL with the NSDL look and feel (colors, graphics, etc.)

2) askNSDL mining: Access to knowledge base allowing harvest for searches (at the item level with the current metadata and/or determine possibilities w/ Fedora, i.e., Fedora as metadata federator).

3) Community portal transformation and news feed. Impacts internal, development and external communities. This work has started. Susan J and Casey conducting user research w/ new projects and committees.

10 Services Discovery -- Stop Gap, Registration via the MR

CI Tech Infrastructure	Dean K (Jon P) not started	11/1/2004

Allow discovery of NSDL and partner services through registration in the metadata repository (such as is done with collections) as a stop gap measure until service integration architecture is fully rolled-out.

Next steps:
1) Identify necessary attributes. (priority = immediate) Jon P, Susan J

2) Estimate of development effort and delivery date (priority = immediate) Jon P

11 Pathways Requirements and Support

Work Group TBD	Susan J ongoing effort	12/31/2006

Critical elements:
1) Web site model design. Susan J
2) Respond to arising questions from the new Pathways partners. all hands
3) Support requirements generated by ENC in their development of middle school portal and look for ways to generalize those needs. Susan J, all hands
4) Participation in Pathways meetings and other planned outreach activities. all hands
5) Coordination of the Out/Comm plan. Susan VG, Carol
6) Branding. PIs, Leads, committees

12 Web Services and CI Services

CI Tech Infrastructure	Dean K under investigation	12/31/2004

Numerous services could be created by or exposed via CI for multiple communities. Explore and define the CI role in providing partner and end user services, service registration and guidance to the NSDL communities.

Key projects and considerations:
1) Report from the Web Metrics Workshop held in August (priority = immediate, 8/19/04, complete) Casey (webpage tagging pilot)

2) Review recommendations from the workshop, craft plan, address web metrics, data to collect, short and long term goals/uses. (priority = immediate, Sept 10 PI/Leads mtg) Carl, Leads

3) 2005 Plan: What's next? Determine long term goals and uses, additional areas to research and the overall plan (priority = medium, Sept 10, 2005 Planning mtg.) Carl, Leads

13 Support for Publishers

Collection Development	Kate W (Mike L) in definition / design	12/31/2004

Supplement support for publishers -- make it easy to work with NSDL.

1) Strategy and plan: the components, the resources, processes, technical integration,. . . (priority = immediate, Sept 10 PI/Leads mtg)

14 Collections Development Support

Collection Development	John S in user test	12/31/2006

Collections development support including the coordination of efforts to add resources. Develop materials specific to potential collections submitters. (Conference topic for recruiting!)

--- Vetting of the draft collection development policy statement by the Policy Committee

Work Group	Point of Contact / Current Status	Adjusted Due Date

15 NSDL Content Quality Statement

Collection Development	John S under investigation	12/31/2004

Establish quality expectations and quality statement with external community and collection partners to clarify roles and responsibilities.

1) Provide draft of the NSDL Quality Statement / process (priority = immediate, due 8/13/04) John S, Susan VG, Jim B

16 Required Hardware / Software Updates

Cornell Production	Dean K planning stage	12/31/2004

Track upcoming upgrades and note dependencies of hardware and software updates for high priority work.

17 Establish Service Level Expectations

CI Tech Infrastructure
Karen H

in definition / design

10/10/2004

Identify gaps and establish standards and expectations for level of service in production environments.

1) Establish level of severity for bugs and outages and set expectations with NSDL critical partners.
2) Identify gaps in monitoring of critical systems.

18 Outreach and Communications Action Plan

Work Group	Point of Contact / Current Status	Adjusted Due Date
Outreach / Communications	CMM, SVG, ML in integration test	1/1/2007

Outreach and communications action plan to build NSDL's long-term viability via establishment of a broad base of users and supporters. Critical CI functions include relationship building with key groups of stakeholders, activities to promote the library, its resources and contributing projects.
(from the fiscal year, 2004 Outreach and Communication Action Plan submitted by Mike Luby, Carol Minton-Morris and Susan VanGundy)

Additional items from the August 18 meeting.