



NJVID "Sustainability" Workgroup
Meeting Minutes
5/13/08 – 2PM

Present: Linda Langschied, Judy Jeng, Tom Nemeth, Sandie Miller, Sheri Prupis, Grant Wilinski

1. Organization and Usage Fee(s)

How will NJVid be funded in perpetuity? How should end users and/or content providers be charged, on a per-use basis or subscription-oriented model? How do we determine when the development stage of NJVid has ceased? Is this when users will begin to be charged for use? Can we approximate when this will be? Will we make exceptions to this plan for some users? If so, what will this be based on (e.g., if a non-profit cannot afford our rate)? Need to look at each collection in thinking about fees:

A. Commercial: Consortial purchasing ala VALE model?

B. Lectures on Demand: Institutional subscriptions? Included or each available separately?

C. Commons: Would we charge contributors or users at all?

The grant is for \$1,000,000 over three years, beginning October 2007. The money has primarily been earmarked for hardware and staffing – Linda said she thinks we should be able to follow the VALE model for charging users – Sandie added that user fees were discussed in the grant as initiating once the grant has finished. The basis for the fees will stipulated by a business plan that has yet to be developed – The act of sustaining a resource such as NJVid engenders a different set of actions for the Commons than for the Commercially Licensed Videos section – Grant asked if there are any successful models that we can use for reference – The group agreed that NJVid should be self-sustaining and not rely on state funding.

A question was raised over whether institutional members of VALE and NJDH will have free access to NJVid. If so, for how long and to which collections? Only the Commons, or all three collection areas? – Another question was raised over whether institutions will be able to upload content for free or simply view content on the Commons for free. Sheri thought the former was true while Tom was unsure – Sandie clarified that only the ten Alpha Implementer institutions will be able to upload to NJVid and view material for free during the development period only.

Linda extended a motion to add precision to our conversational terminology as a way to eliminate confusion over what is being spoken about: the group ratified the motion to use the term *content provider* to mean an institution that uploads material to NJVid; *institutional user* to mean an institution rather than a single individual that uses NJVid to view material; and *individual user* to mean a single

individual who views material through NJVid, such as a faculty member, student, or museum or library patron.

Grant Wilinski of Atlantic Cape Community College prefers charging institutional users rather than individuals, since he does not want to pass the cost of using NJVid on to the student; there also will be no surprises when trying to budget – He also prefers a single price, subscription-based model – FTE is the price for each database in VALE. We need info from the Commercially Licensed Videos Workgroup in this regard – VALE has a method for dealing with humanities films: When NJIT pays for n number of videos, the cost covers digital rights. No percentage of that cost would pass on to NJVid to support the resource. While this is true, Sandie added that there has been talk about possibly adding onto the VALE and/or NJEDGE.Net fees.

Action:

The group will encourage a member of VALE to join us since it appears as if NJVid might follow VALE's pricing model. Linda will call David Pinto, Chairperson of VALE, to ask who at VALE would be a good candidate to join the group.

NJEDGE provides for two kinds of membership: general & subscription (subscribed members are a subset of general membership). Subscription members pay regular fees/dues plus a services surcharge – Sheri noted that one way to support the cost of NJVid would be to raise general costs at NJEDGE and then to pass the surcharge on to NJVid – NJVid could also piggyback on top of VALE's subscription model – Since NJVid's users are likely to also be users of NJEDGE and VALE, payment for NJVid could occur through these existing consortia – Another course of action to consider is to charge content providers to the Commercially Licensed Videos and Lectures-on-Demand sections of NJVid such that that revenue generated through these collections is large enough to cover the cost of running the Commons.

Linda asked whether institutional users of NJVid will subscribe to NJVid as a whole or to only the collection(s) they choose – Sandie followed-up by asking about how NJEDGE and VALE handle this issue: Do users subscribe to VALE as a whole or just to particular sections? Linda answered the latter.

Linda advised that we look into hiring a digital collections manager to oversee the digital objects as they are loaded into and reside on the Workflow Management System (WMS). We should be mindful that maintaining functional Commons and Lectures-on-Demand sections will require a concerted effort to accommodate receiving, processing, managing and shipping of materials. The individual will also need to oversee metadata input, make sure objects are created and entered correctly into the WMS, etc. The group agreed with Linda – The costs of maintaining NJVid and paying a collections manager will directly influence the costs of sustaining NJVid – Sandie added that a Collections Manager position was not part of the grant, and the monies would first go to maintaining the hardware and/or putting aside monies for equipment replacement down the road.

The group did not know whether the WMS can operate as a union catalog or if multiple institutions can add to a single record where they could state that they have the cataloged material in their collection. They also did not know if the WMS can be used for copy cataloging purposes.

Action:

The group agreed to project the cost for hiring student content encoders and then to charge institutions a rate that will cover this baseline expense. Moreover, the group agreed to build additional cost models over time based on inherent sustainability costs.

2. Equipment/Technology Upkeep Cost(s)

When NJVid-related equipment/technology needs to be improved or expanded, who will pay for this? Will upgrades be scheduled in a periodic manner or based on recommendations at the time? If the latter, who will make the evaluations and recommendations? Is NJEDge.Net responsible for handling these issues long-term? All of them? Will they receive any assistance from other institutions?

Sheri noted that from a long term perspective, NJEDge will pay for one or two programmers and equipment upkeep, plus their current NJVid-related matching expenses will eventually convert to a 100% match – NJVid’s user institutions will incur costs for transferring their materials to a compatible tape format, encoding video, and having a staff member add metadata to their encoded content in the WMS – The group was unsure if a consortia would help pay for additional costs.

3. Contacts

Who should be contacted among the WPU College of Business for assistance in these areas? Advisory Board? Any additional members of NJVid Project Team? How do we envision them assisting us?

The group is unsure at this point who specifically should be contacted – Certainly the William Paterson University College of Business, as was written into the grant – In order to help the group assess costs, should we contact a group or individual who specializes in developing non-profit businesses projects? A technology development specialist? – Sandie suggested getting in contact with an Information Technology management specialist from the College of Business.

The next meeting was tentatively scheduled for June 12 at 11AM at Atlantic Cape Community College. Grant will make the arrangements.

MEETING ADJOURNED