

MIM Work Plan and Budgetary Requirements for 2007/2008

Report to IODE Officers Group Meeting November 2007
By Suzie Davies, Chair GE-MIM

Introduction

The Group of Experts on Marine Information Management (GE-MIM) met recently at the IODE Project Office in Oostende, Belgium (17-20 September 2007). The Group discussed a wide range of topics and issues on marine information management and marine libraries. The Group decided to focus on clear actions that can be achieved within an inter-sessional period of one year, as it is hoped to hold GEMIM-X in September 2008.

The full report of the meeting is available from the IODE web site: http://www.iode.org/index.php?option=com_oe&task=viewDocumentRecord&docID=1566

Recommendations from GE-MIM 9

Recommendation MIM-IX.1: TERMS OF REFERENCE OF THE IODE NATIONAL COORDINATORS FOR MARINE INFORMATION MANAGEMENT

Recommendation MIM-IX.1 TERMS OF REFERENCE OF THE IODE NATIONAL COORDINATORS FOR MARINE INFORMATION MANAGEMENT

The IODE Group of Experts on Marine Information Management,
Noting the importance of published information to research,
Emphasizing the contribution of librarians to the management and dissemination of marine information to a wide variety of user groups,
Recalling Recommendation MIM-VII.1 (2002) that recommended the nomination of IODE National Coordinators for Information Management and IODE National Coordinators for Data Management, replacing the existing IODE National Coordinators,
Recommends that the Terms of Reference for the IODE National Coordinators for Marine Information Management will include:

- (i) Act as a point of contact for marine librarians and marine information managers in their country, in order to liaise with the IODE community (via the GE-MIM) on matters of importance to MIM;
- (ii) Act as a communicator of IOC activities and initiatives to the national MIM community and beyond;
- (iii) Provide assistance and support to the GE-MIM on IODE programme activities at the national or international level;
- (iv) Establish a national working group that will create a national network of marine related libraries/marine information centres for their country or participate in existing related networks;
- (v) Highlight and identify issues and participate in discussions of national importance relating to MIM with the GE-MIM and the national MIM community (such as capacity building and professional standards, technological innovations and policy, communications and collaboration, national and international MIM resources);
- (vi) Provide reports to the IODE Committee (or IODE Officers), highlighting needs and issues that should be addressed by GE-MIM, for consideration by the IODE Committee or IODE Officers. The Committee or IODE Officers can then instruct the GE-MIM to deal with these needs and issues;
- (vii) Liaise, where possible, with the IODE National Coordinator for Data Management on matters relevant to both marine data and information management.
- (viii) Participate in Sessions of the IODE Committee

Recommends further that the following criteria be applied by IOC Member States to identify IODE National Coordinators for Information Management:

- (i) Responsible for a major marine library and information service
- (ii) Should have a senior position in a marine related library or information centre
- (iii) Should have librarian qualification or equivalent experience in a library
- (iv) Interested in new developments in library and information science
- (v) Should be allowed by their parent institution to attribute time to the fulfilment of the role of IODE NC for MIM
- (vi) Should be provided with necessary financial support to enable participation in Sessions of the IODE Committee

Recommendation MIM-IX.2: ACTION PLAN OF THE GROUP FOR 2007-2008 (see below)

Action Plan

Recommendation MIM-IX.2 ACTION PLAN OF THE GROUP FOR 2007-2008

Having reviewed its completed and on-going activities since its eighth Session, **Being aware** of the resource constraints (staff and funding) under which IOC and its IODE are operating in terms of the UNESCO Regular Programme, **Expressing its appreciation** for the considerable extra-budgetary support provided by IOC Member States to the IODE programme,

Stressing the importance of Marine Information Management (MIM) as an important activity of IODE towards improving access to marine information,
Adopts a plan of action for the intersessional period 2007-2008, as given in the Annex to this Recommendation.

Annex to Recommendation MIM-IX.2

MIM ACTION PLAN FOR 2007-2008

| No | Description | Responsibility | Deadline |
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| 3.1 | <p>1. GE-MIM-VI Action 3: Request Publishers to ask Authors to Define Keywords using ASFIS Thesaurus:</p> <ul style="list-style-type: none"> • The Group decided that this content (ASFA Thesaurus) should be made available through the new IODE web site. The Group recommended to link to the FAO ASFA Thesaurus web site rather than having the document on the IODE web site • The Group decided to prepare a list of Publishers who should be the target of a mailing informing them of the ASFA Thesaurus and recommending that this tool should be used as a reference for keyword allocation. | <p>Secretariat</p> <p>Group</p> | <p>Sep 07</p> <p>Sep 07</p> |
| 3.1 | <p>2. GE-MIM-VI Action 4: Monitoring of Electronic Copyright Legislation in Relation to Electronic Document Delivery:</p> <ul style="list-style-type: none"> • The Group decided that this content should be made available through the new IODE web site (see Agenda Item 4.2) but, as the content changes so regularly, the Group decided that a link should be made to the relevant page in OceanTeacher Digital Library (http://iodeweb5.vliz.be/oceanteacher/index.php?module=resourcekit&action=content&nodeid=gen11Srv32Nme37_797) rather than creating/duplicating content in the new web site. The content in the old web site should therefore not be migrated. • The Group decided to also integrate the topic of licensing into the copyright page in OceanTeacher DL. | <p>Secretariat</p> <p>L. Pikula</p> | <p>Sep 07</p> <p>Sep 07</p> |
| 3.1 | <p>3. GE-MIM-VI Action 5: Meeting of ICSPRO & other UN Agencies on Co-ordination of MIM Activities:</p> <p>The Group established an inter-sessional working group to deal with this issue, composed of Linda Noble, Linda Pikula, and Janice Beattie</p> | <p>IWG</p> | <p>Oct 07</p> |
| 4.1 | <p>5. GE-MIM-VI Action 13: Paper on Hardware/software Requirements for Marine LIC</p> <p>The GE-MIM instructed the OceanTeacher MIM editor to create a page in the DL that links to relevant web sites that collate and/or review library software applications.</p> | <p>L. Pikula</p> | <p>Oct 07</p> |
| 3.1 | <p>7. IODE-XVI para. 221 (Marine Pollution):</p> | | |

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| | The Group called on IOC/IODE to ensure that marine librarians are actively involved in projects like marine atlases. | IODE Co-Chairs | continuous |
| 3.1 | 9. GE-MIM-VII: Access to E-Journals The Group instructed the Secretariat to add a link to the service (ATOZ) from the IODE web site and requested the administrators of ODIN web sites to do the same for their web sites. | Secretariat/ ODIN web site managers | Sep 07 |
| 3.1 | 13. OceanPortal <ul style="list-style-type: none"> The Group briefly reviewed the revised top-level category page and made the following observations and recommendations for further action (see details in body of report) Maintenance: the Group recommended that an OP main editor be “hired” to undertake regular QC of the site. The Group recommended Dr Brown for this job, taking into consideration his excellent work on OP since the establishment of the site. The Group also recommended that IODE National Coordinators for MIM take some responsibility for the QC of the product and instructed the OceanPortal main editor, when hired, and GE-MIM Chair should contact the IODE National Coordinators for MIM in this regard. Regarding languages the Group recommended that the OP homepage and category listing should also be made available in Spanish as a way to promote the product. (it was noted that the site metadata cannot be translated). The Group further recommended to add a field “Language of content” and enabling filtering searches by this field. | Secretariat/ contractor Secretariat Chair GE-MIM/ Editor Main editor/ P. Munoz | asap asap asap early 2008 |
| 3.1 | 20. ODINAFRICA <ul style="list-style-type: none"> The Group recommended to ensure compatibility with ASFISIS when identifying a new ILMS for the ODINs. In this regard a more standard approach to import/export would be advisable. The Group requested the Chair to communicate with the ASFA Secretariat regarding the possibly change of ODIN-standard ILMS. The Group, while noting that CDS/ISIS is still widely used, requested that this software be taken into consideration as well. | Arame Keita Chair Arame Keita | Oct 07 Oct 07 Oct 07 |
| 3.1 | 27. CO-OPERATION WITH OTHER ORGANIZATIONS, PROGRAMMES AND PROJECTS: Within IODE <ul style="list-style-type: none"> The Group requested that MIM experts be involved in the continued development of the African Marine Atlas, | AMA team | Continuous |

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| | <p>and to ensure that MIM experts are involved in any future marine atlas development project (e.g. Caribbean Marine Atlas).</p> <ul style="list-style-type: none"> • The Group requested the management group of the ODP Project, through the IODE Co-Chairs, to consider the inclusion of MIM experts in the ODP project and its management group. • Regarding cooperation of MIM in other science programmes the Group requested that this should be further developed through the adopted IOC Strategic Plan for Oceanographic Data and Information and more particularly through the IOC D&IM Advisory Group. | <p>IODE Co-Chairs</p> <p>Advisory Group</p> | <p>Sep 07</p> <p>asap</p> |
| 3.1 | <p>28. CO-OPERATION WITH IAMSLIC, EURASLIC AND RELATED MARINE LIBRARY ASSOCIATIONS</p> <ul style="list-style-type: none"> • The Group instructed the Chair to urge MIM national coordinators to participate in IODE Committee Sessions. | <p>Chair</p> | <p>2008</p> |
| 3.2 | <p>IODE –XVIII AND IODE-XIX OUTCOME AS RELEVANT TO GE-MIM</p> <ul style="list-style-type: none"> • Agenda Item 3.4 – Reports of NODCs and DNAs The Group decided to review the template for submission of national reports with the view to make them more relevant to marine information management. The Group requested the Chair and Ms Janice Beattie to undertake this task. • Agenda Item 4.2 – Impact of IODE Review and Follow-up The Role of IODE National Coordinators for Marine Information Management (MIM) was defined (in 2006). The Group recommended the following modifications: (see body of report) – Recommendation XIX.1 • Amend Role of IODE National Coordinators for Marine Information Management on IODE web site • The Group instructed the Secretariat to include the role, selection criteria and benefits to the IODE web site. • The Group requested to send a new Circular Letter including the revised Role, Criteria and Benefits. | <p>Chair/ J. Beattie</p> <p>IODE Officers</p> <p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p> | <p>Jan 08</p> <p>Nov 07</p> <p>Dec 07</p> <p>Dec 07</p> <p>Jan 08</p> |
| 3.2 | <p>IODE-XIX ACTION SHEET</p> <ul style="list-style-type: none"> • Action 31: The Group decided to start a pilot project on “mashup” service. The Group invited Ms Simpson to prepare a short document on the “mashup” concept and its requirements leading to a pilot project. The tsunami 2004 could be a topic to focus on. (this needs further discussion with the IOC tsunami programme and ITIC). | <p>P. Simpson</p> | <p>Oct 07</p> |

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| 4.1 | <p>Communication strategy for GE-MIM and MIM national coordinators</p> <p>4.1.1 The Group requested the Secretariat to investigate whether registration emails of new MIM NCs be cc-ed to GE-MIM Chair and to GE-MIM members.</p> <p>The Group decided that, if the above-mentioned technical modification of OceanExpert is possible then the following actions will be undertaken when a new MIM MC registers:</p> <ul style="list-style-type: none"> • The Chair will contact the person and welcome them, and provide them with: Links to documents, NC coordinator page, role/benefits, to GE-MIM web pages, and MIM ODIN coordinator details; • The Secretariat will send a pack of posters; • The Chair GE-MIM will inform all NCs and GE-MIM members through IODE web site mailing system (*); • The Chair GE-MIM will include the name of another national expert who can be contacted for further guidance; • The new NC will be invited (added) to the MIM groupware site (see below). <p>4.1.2 The Group stressed the need to develop promotional materials for IODE and MIM. In this regard the Group requested the Secretariat to investigate the possibility of pens, flags, mugs, USB sticks, mouse pads. These materials could then be mailed to the new MIM NCs together with the posters.</p> <p>The Group requested the Secretariat to investigate the possibility of a formal document that officializes the nomination of the NC MIM, possibly a certificate.</p> <p>4.1.3 The Group requested the secretariat to set up a “IODE marine information management knowledge sharing “ groupware site using the current iode.groupub.com service</p> <p>4.1.4 In order to receive regular feedback from the MIM community, which would serve to guide the work of the GE-MIM the Group, recommended sending out such a survey annually.</p> <p>The Group further invited IAMSLIC to cooperate in this undertaking.</p> <p>The Group requested the Chair to prepare a short paper on the GE-MIM Communications Strategy by the end of October 2007.</p> <p>The Group requested the Secretariat to publish this document as a formal IOC document in the IOC/INF series.</p> | <p>Secretariat</p> <p>Chair</p> <p>Secretariat</p> <p>Chair</p> <p>Chair</p> <p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p> <p>Chair</p> <p>Chair</p> <p>Chair</p> <p>Secretariat</p> | <p>Nov 07</p> <p>n/a</p> <p>n/a</p> <p>n/a</p> <p>n/a</p> <p>n/a</p> <p>n/a</p> <p>Jan 08</p> <p>Jan 08</p> <p>Oct 07</p> <p>2008</p> <p>Chair</p> <p>Oct 07</p> <p>Jan 08</p> |
| 4.2 | <p>IODE WEB SITE AND MIM</p> <p><u>Overview page IODE National Coordinators</u></p> <p>Revisions as detailed in body of report</p> <p>The Group requested that in the display page of the IODE NCs for MIM list (See Figure 3) there should also be a link to the library of that NC. The Group noted that the list display currently only provides telephone and fax numbers. A URL is</p> | <p>Secretariat</p> <p>Secretariat</p> | <p>Jan 08</p> <p>Oct 07</p> |

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| | <p>only provided in the details page.</p> <p>The Group instructed the Secretariat to inform the MIM NCs that they should add their library web site and not general institutional web site.</p> <p><u>General Section / About Marine Information Management</u></p> <p>Revisions as detailed in body of report</p> <p><u>IODE homepage: General Information – main options</u></p> <p>Revisions as detailed in body of report</p> <p>The Group further recommended using more images in the MIM related pages.</p> <p>The Group also recommended to design a “branding image” with the theme elements: library, information technology, digital, networking, oceans. The graphic element then needs to be included in pages of activities or products developed/maintained by IODE MIM/GE-MIM.</p> | <p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p> <p>Members</p> <p>Secretariat (contractor)</p> | <p>Dec 07</p> <p>Jan 08</p> <p>Jan 08</p> <p>asap</p> <p>asap</p> |
| 4.3 | <p>Building links with other IM programmes</p> <p>4.3.1 IAMSLIC</p> <ul style="list-style-type: none"> • The Group recommended that a new Memorandum of Understanding be established between IOC/IODE and IAMSLIC. The Group further recommended that the MOU should take into consideration: (see body of report) • The Group requested Linda Pikula, who will attend the 2007 IAMSLIC Conference, to make a brief presentation on the benefits of IODE (ODIN) and IAMSLIC and to highlight the potential benefit of a new MOU might achieve. The presentation should also outline IODE and IAMSLIC products. • The Group suggested investigating the possibility to develop a joint IAMSLIC/IODE harvester of e-repositories. • The Group further recommended that a GE-MIM member should participate in the 2008 (Fiji) IAMSLIC meeting. <p>4.3.2 ASFA</p> <ul style="list-style-type: none"> • The Group requested the Secretariat to provide the above information to the ASFA Secretariat as a basis for further discussion on cooperation. • The Group requested the IODE Secretariat to inquire with the ASFA Secretariat (FAO) whether IOC documents are still entered into ASFA and how. <p>4.3.3 Others</p> <ul style="list-style-type: none"> • The Group decided that a Document should be prepared | <p>Secretariat/IA MSLIC President</p> <p>L. Pikula</p> <p>OceanDoes steering group</p> <p>GE-MIM members</p> <p>Secretariat</p> <p>Secretariat</p> <p>Group members/ Chair</p> <p>Secretariat/ Project Office</p> | <p>Feb 08</p> <p>Oct 07</p> <p>Oct 07</p> <p>Oct 08</p> <p>Nov 07</p> <p>Oct 07</p> <p>Dec 07</p> <p>To be decided</p> |

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| | <p>explaining about the IOC/IODE marine information management programme that should be sent to the above organizations seeking expressions of interest in cooperation.</p> <ul style="list-style-type: none"> • The Group further recommended that a Conference be organized at the IOC Project Office for IODE to discuss collaborative ventures. | | |
| 4.4 | <p>Long-term strategic plan</p> <ul style="list-style-type: none"> • The Group decided to continue the drafting of the strategic plan by email, taking into consideration the IOC Strategic Plan for D&IM as well as the Report of the IODE review commissioned by UNESCO as well as the feedback from the MIM community on issues of concern and future directions for MIM. • The Group recommended that the resulting document (after consultation with above mentioned organizations and partners as well as NCs for MIM), would be published as an IOC Document. | <p>Chair/ Group</p> <p>Secretariat</p> | <p>Jun 08</p> <p>Sep 08</p> |
| 5 | CAPACITY BUILDING | | |
| 5.1 | <p>ODINs</p> <p>5.1.1. ODINCARSA</p> <ul style="list-style-type: none"> • provide financial support for MIM course in Montevideo, Uruguay, November 2007 (US\$ 5000) • provide financial support for MIM course in Valparaiso, Chile, March/April 2008 • organize training course to ensure an overall similar level of technical expertise of the information professionals involved in the Project (approx. cost: US\$ 50000) • to create a programme to support a Digitization Project (Retrospective Digitization of documentation) to improve access and ensure long-term preservation and archival • to evaluate and select an Integrated Library Management System (ILMS) software application (open source) for libraries in the ODINCARSA region; • to provide support for meetings (national and regional) to promote professional networking. • The Group stressed the need to mobilize all countries in the region and requested the ODINCARSA MIM coordinator to take the necessary action to promote MIM in the region. <p>5.1.2 ODINAFRICA</p> <ul style="list-style-type: none"> - The Group invited the Government of Flanders and IODE to continue its strong support to Africa through a possible fourth phase of ODINAFRICA <p>5.1.3 ODINCINDIO</p> <ul style="list-style-type: none"> - The Group recommended identifying resources to promote | <p>IODE</p> <p>IODE</p> <p>IODE</p> <p>IODE</p> <p>GE-MIM</p> <p>IODE</p> <p>ODINCARS A MIM coordinator</p> <p>IODE</p> <p>IODE</p> <p>IODE</p> | <p>Oct 07</p> <p>Feb 08</p> <p>Tbd</p> <p>2008</p> <p>Nov 07</p> <p>2008</p> <p>07/08</p> <p>2008</p> <p>2008</p> <p>2008</p> |

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| | <p>the importance of regional MIM networking and to provide capacity development assistance.</p> <p>5.1.4 ODINECET - The Group recommended to identify resources to assist institutions with basic computer infrastructure, software and training.</p> <p>5.1.5 ODINWESTPAC</p> <ul style="list-style-type: none"> • The Group recommended to request Mr Yang Ying to provide advice on the needs of the region and the way forward. • The Group recommended that ODIN activities in this region be implemented in close collaboration with PIMRIS, through the PIMRIS Coordination Unit (the formalities need to be further investigated). This would also allow the continuation of the PIMRIS brand. • The Group requested Ms Davies to inform that meeting on what IODE is able to do. • The Group requested the Chair, together with the IODE Secretariat, to discuss possible cooperation between IODE and PIMRIS, through an ODIN type project by email and during the November meeting. Based upon these discussions further actions can be planned for 2008 • The Group stressed the importance to assess the capacity needs of this region • The Group recommended that FAO be invited to participate in this undertaking from the start • The Group recommended that PIMRIS be requested to identify participants for the course, in close consultation with IOC (action addresses of relevant member states). | <p>J. Beattie</p> <p>Chair/ IODE</p> <p>Chair</p> <p>Chair/ Secretariat</p> <p>PIMRIS/ Chair Secretariat to contact R. Pepe</p> <p>PIMRIS/ Chair</p> | <p>Oct 07</p> <p>07/08</p> <p>2007</p> <p>07/08</p> <p>Oct 07</p> <p>Oct 07</p> <p>Nov 07</p> |
| 5.2 | <p>OceanTeacher: MIM content</p> <ul style="list-style-type: none"> • The Group reiterated the great importance of OceanTeacher as a referral and training system urging IODE to continue its development and maintenance. • The Group, noting the end of the current project in 2008, instructed the OceanTeacher Steering Group to implement a review of the project, and to prepare a proposal for a next phase of the Project, for submission to donors in 2008. • The Group expressed its concerns about the technical difficulties with the Digital Library content management system and urged the SG-OT to find an alternative solution as soon as possible, bearing in mind the great interest in OT. • The Group urged MIM experts in all regions to actively participate in the OT projects by developing content for OT. The Group members expressed their intention to assist in this regard. The Group noted however that it would be necessary to provide clear information on where the gaps are and what material is suitable. | <p>IODE</p> <p>SG-OT</p> <p>SG-OT</p> <p>MIM NCs and other experts</p> <p>L. Pikula</p> <p>OT Chief Editor</p> | <p>07/08</p> <p>2008</p> <p>Dec 07</p> <p>07/08</p> <p>Nov 07</p> <p>Oct 07</p> |

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| | <ul style="list-style-type: none"> • The Group requested Ms Pikula to prepare a short list of sections for which content is required (Digital Library and courses) (mainly section 11). This list should then be added to the heading “Information for content providers and lecturers” on the OceanTeacher homepage and should be updated regularly. • The Group requested to add a statement explaining that “OT is continuously being developed and should therefore not be seen as a final and completed product”. • The Group requested that the courses assessment information should also be used to regularly update the course content requirements. • The Group recommended that a survey be undertaken to assess issues and priorities of MIM national coordinators regarding MIM training requirements, taking into consideration the current content in OceanTeacher MIM. | SG-OT OT MIM editors | Continuous Early 2008 |
| 5.3 | <p>Mentoring Programmes</p> <ul style="list-style-type: none"> • The Group recommended that some funds be set-aside in donor funded ODIN projects for mentoring (both within the region as well as outside). • The Group further requested the Chair to send out a message to MIM NCs to inquire about their capability to host interns/mentoring candidates (or undertake buddy (virtual) arrangements). The message should also request MIM NCs to identify sources of funding for such arrangements. It was noted that in a number of cases the parent institution of the intern might be able to fund the internship/mentoring. <p>- The Group further recommended that such an undertaking be organized in cooperation and/or consultation with IAMSLIC.</p> <p>- The Group requested Ms Beattie to develop this concept in more detail and share it with the Group by email</p> | ODINs Chair Chair/IAMSLIC J. Beattie | 2008 early 08 early 08 Oct 07 |
| 6.1 | <p>GE-MIM involvement in IODE Product Development</p> <p>6.1.1 OceanExpert</p> <ul style="list-style-type: none"> • The Group requested the following revisions of the OceanExpert system (see body of report for details) • The Group requested Dr Rommens to investigate the possibility to link OceanExpert with OceanDocs (and Google Scholar?). • The Group recommended the development of a “groupware” functionality to OceanExpert enabling experts in OceanExpert to create groups which can then post messages, files, work plans with deadlines etc. <p>6.1.3 OceanPortal</p> | Secretariat W. Rommens Secretariat Secretariat Secretariat./ | Nov 07 Nov 07 Feb 08 Nov 07 2008 |

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| | <ul style="list-style-type: none"> • The Group identified a few issues that need attention and instructed the Secretariat to address these • The Group recommended that a more proactive promotion campaign be organized for OceanPortal, especially in Africa and Central/South America <p>6.1.4 Other products</p> <ul style="list-style-type: none"> • The Group, considering the wealth of products that have been developed by IODE, recommended the development of a Google-type search tool that can locate information across all products • The Group, considering the need to promote, at the institutional management level, the importance of Marine Information Management, decided to prepare a short (5-10 pages) brochure/document entitled: “Towards e-Science: Why you need a marine library/information centre - Participating in the IODE Marine Information Management programme: benefits and requirements.”. | <p>ODIN coordinators</p> <p>Secretariat</p> <p>L. Pikula/GE-MIM members</p> | <p>2008</p> <p>Dec 07</p> |
| 6.2 | <p>OceanDocs</p> <ul style="list-style-type: none"> • The Group decided that the current membership of the OceanDocs groupware site would constitute the OceanDocs Steering Group as this group reflects the wide range of regions and expertise required. The steering group can be further expanded as new repositories are established in ODINs and gradually migrate into an OceanDocs user group. Additional experts could also be added as required. • It was noted however that the 2 ODINAFRICA members (Josette Confait and Cheikh Ibrahima SAKHO) have left their institution either permanently or temporarily. They will need to be replaced as soon as possible as they were OceanDocs administrators for ODINAFRICA. • In this regard the Group invited Ms Keita to discuss this matter at the ODINAFRICA PSC level as soon as possible. • The Group decided to add Ms Linda Pikula to the OceanDocs Steering Group. • The Group also recommended that the OceanDocs Steering Group takes responsibility for liaison with the Aquatic Commons Steering Group on behalf of the GE-MIM. (reference is made also to Agenda Item 4.3). • The Group also decided to prepare an OceanDocs policy statement on scope (environment regime, subjects,...), membership (right to enter content), commitments of the host IOC/IODE (secure archival), allowed/preferred content (types), language(s). • The Group recommended that a priority for the Steering Group should be to finish import/export utilities: import ASFA and ASFISIS; export: DC qualified, AGRIS AP and MODS. • The Group pointed out the need to have a clear joint | <p>SG-OceanDocs</p> <p>ODINAFRICA PSC</p> <p>Ms Keita</p> <p>Secretariat</p> <p>Secretariat</p> <p>Chair SG-OceanDocs</p> <p>SG-OceanDocs</p> <p>SG-OceanDocs</p> <p>SG-OceanDocs</p> | <p>Sep 07</p> <p>Next session</p> <p>Oct 07</p> <p>Oct 07</p> <p>Oct 07</p> <p>Nov 07</p> <p>Oct 07</p> <p>Oct 07</p> <p>asap</p> <p>Jan 08</p> |

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| | <p>statement between IAMSLIC and IOC on the terms of reference and demarcation of OceanDocs and Aquatic Commons. (The informal agreement is that if a country is part of an ODIN then they input in OceanDocs). The Group decided to prepare a written statement to IAMSLIC for further discussion .</p> <ul style="list-style-type: none"> • The Group briefly discussed the potential need to develop a harvester for ocean related material, while acknowledging the existence of Avano. The Group decided not to discuss this matter in detail and instructed the Steering Group for OceanDocs to address this issue as soon as possible. • The Group expressed its gratitude to Josette Confait who has been instrumental in the development of both AFRILIB and ODINPubAfrica and instructed the Chair to send a letter to Ms Confait on behalf of GE-MIM. • The Group recommended to promote the development of e-repositories through the IODE National Coordinators for MIM. In this regard the available 1-page brochure could be distributed (it will need some redesign to give it a more global character as the current brochure focuses on Africa). • - The Group requested Mr Marc Goovaerts ways to involve members of the Steering Group in the continued development of OceanDocs. | <p>Chair</p> <p>SG- OceanDocs</p> <p>M. Goovaerts</p> | <p>asap</p> <p>continuous</p> |
| 6.3 | <p>Integrated Library Management System software and Library Holding databases</p> <ul style="list-style-type: none"> • The Group decided that ILMS selection criteria need to be defined. The Group created an inter-sessional working group to deal with this issue, composed of Marc Goovaerts, Pauline Simpson, Janice Beattie, Linda Pikula, Arame Keita, Murari Tapaswi and Patricia Muñoz. [deadline: October 2007]. • It was recommended to prepare a draft list and send this to the IAMSLIC 2007 mailing list. The working group will be Chaired by Murari Tapaswi. • The Group noted the need to then consult with marine librarians in IOC Member States to find out about their requirements. • The Group noted that migration from INMAGIC to a new solution should be foreseen in 2008. • The Group noted that it would be necessary to ensure compatibility with ASFISIS when identifying a new ILMS for the ODINs. In this regard a more standard approach to import/export would be advisable. The Group requested | <p>Group</p> <p>Group</p> <p>Group</p> <p>n/A</p> <p>Chair</p> | <p>Oct 07</p> <p>Oct 07</p> <p>Nov 07</p> <p>Oct 07</p> |

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| | the Chair to communicate with the ASFA Secretariat regarding the possible change of ODIN-standard ILMS. | | |
| 10 | Website archiving: Patricia Muñoz will circulate a document on website archiving to the members of the Group for further discussion during the inter-sessional period. The document may also be circulated to the NCs for MIM. [deadline November 07; Spanish and English | Patricia Muñoz | |
| | | | |

Progress-to-date on Action Plan

4.1 Communication strategy for GE-MIM and MIM national coordinators.
GEMIM Chair prepared a summary report on major outcomes/highlights from the GE-MIM 9 Meeting. This report has already been emailed to all MIM NCs.

4.1.4 Communications strategy

Chair has drafted a rough draft strategy. This will be circulated to GE-MIM members ASAP.

4.3.1 Building links with other MIM agencies.

Chair developed a powerpoint presentation which offered the proposal to establish a new MOU with IAMSLIC, as well as highlighting IODE products & services. This ppt was presented by Linda Pikula on behalf of GEMIM to the 2007 IAMSLIC Conference. The IAMSLIC Executive supported this proposal. A vote was then put to the IAMSLIC general membership meeting, who also supported it. IAMSLIC is establishing a task force to work on this project. The IAMSLIC president, GEMIM Chair & IODE Technical Secretary are continuing discussions.

5.1.5 ODINWESTPAC

Chair attended PIRMIS Steering Group/IAMSLIC

Budgetary Requirements

| Activity | Amount (\$ US) |
|-------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| GEMIM 10 meeting in September 2007 at IODE Project Office, Ostende, Belgium | 20,000. |
| Initial training & needs assessment development course & workshop for ODINPacific (maximum number of days=10) (maximum number =20 participants) | 60,000. |
| TOTAL | 80,000. |

