

1st CHIOS Meeting, Plaza Hotel, Barcelona. 6-7 July 2001

Present

Nick Crofts
Ifigenia Dionissiadou
Martin Doerr
Axel Ermert
Tony Gill
Monika Hagedorn-Saupe
Siegfried Krause
Lene Rold
Stephen Stead
Matthew Stiff

Summary of the SIG session, discussion

The Chair of the SIG establishes a Steering Committee to help in the management of the SIG. The funding given, all members of CHIOS are expected to take part in this Committee, which is however open to other members of the SIG. CHIOS meetings are regarded as Steering Committee meeting, except administrative matters of CHIOS with the CEC. The Committee is in particular in charge of organizing the SIG meetings.

Decision: In interpretation of the decision of the SIG to include the ISO working group, all members of the ISO Working Group are automatically regarded to be members of the CIDOC Special Interest Group.

According to the statutes of the SIG, members of the SIG are divided into working members and observing members. Working members should commit to attending the six meetings planned for period covering the process of taking the CRM into ISO.

Decision: Those "Working Members" who do not fulfil their obligations may have their status changed to that of "Observing Member" on decision of the SIG.

Decision: All Consortium Members in charge of a meeting are obliged to circulate an agenda with a clear timetable at least 2 weeks before the meeting. Copies to be supplied on paper. Each point for discussion should have an estimate of the time required. A formulation of concrete outcomes required. The person responsible for producing the timetable should bring at least 10 copies of the agenda.

Siegfried Krause will be responsible for drawing up the agenda for the next meeting to be hosted by Patrick Le Boeuf in Paris (Bibliothèque National de France), Oktober 15-18, 2001.

Report of other collaborations

The collaboration with DELOS, Harmony, and OntoWeb was discussed already in the [SIG meeting](#) of 5 July 2001. Offers were made to perform mappings to the CRM. In addition a complex fuzzy data set has been offered for a research project looking at minstrels (music hall players), from the University of North London. This represents good content for the CRM (problems with tracking changes in name, act etc.). Existing models do not capture the richness of content within objects. Further information on the Minstrel data set is awaited.

Discussion about the CRM scope.

Nick Crofts has already produced a draft scope for the CRM. It was agreed that this should form the basis of discussion. The scope document as distributed to the SIG before the meeting was modified. It distinguishes between the intended scope, based on rules, and the practical scope. As practical scope, it contains a list of data structures and standards, sorted by their status of validation against the CRM.

Decision: Scope – We are interested in the knowledge that the museum (as defined by ICOM) is curating, not the knowledge of the museum as a business.

Decision: The priority of the current work is to make the best use of the existing state of the CRM. Many of the ideas relating to the modelling of inferences etc. are extremely interesting and could form the basis of future work but will require further extensions to the CRM, that are not expected to interfere with the current content and functionality. This is beyond the scope of what is required to establish the CRM in its first instantiation as an ISO standard.

There are concepts in the CRM already that don't have a place in existing data structures (e.g. timespan). The argument for their inclusion is simply a question of good practice. Nick Crofts argued that the CRM should therefore be allowed to include such concepts if it could be considered good practice.

Decision: Scope - It was agreed that the scope would include fundamental building blocks, even if they may not be covered by the practical scope.

Decision: Scope - We will use as a way of verifying the CRM against its formulated scope the process of mapping the, documents and structures listed in the practical scope. We will confirm the validity of the CRM by inserting inverse references to the mappings that make use of the respective CRM element.

A list of data structures was compiled with current verification status. Initials indicate responsibility for verification. These are listed as followed:

Completed

- Dublin Core (Tony Gill with respect to CIMI Type List)
- AMICO (with the exception of data encoding information) (up to date)
- Encoded Archival Description (EAD) (up to date)
- MDA SPECTRUM (MDA)

- Natural History Museum (London) John Clayton Herbarium Data Dictionary (Martin Doerr)
- National Museum of Denmark GENREG (Martin Doerr)

Currently in progress

- CIMI Z39.50 Profile (Tony Gill, Martin Doerr)
- IFLA Functional Requirements for Bibliographic Records (FRBR) (Patrick Le Boeuf, Nick Crofts, Martin Doerr, Tony Gill)
- Art Theft Initiative ObjectID (core and recommended categories) (Stephen Stead, Regine Stein)
- CIDOC The International Core Data Standard for Archaeological and Architectural Heritage (Stephen Stead)
- Research Libraries Group Cultural Materials Initiative DTD (Tony Gill)
- Core Data Index to Historic Buildings and Monuments of the Architectural Heritage (Stephen Stead)
- CIDOC Normes Documentaires (Archéologie)/ Data Standards (Archaeology) (Stephen Stead)
- English Heritage MIDAS (Matthew Stiff)
- English Heritage SMR 97 (Matthew Stiff)
- Association of American Museums Nazi-era Provenance Standard (Stephen Stead)
- Hellenic Ministry of Culture POLEMON Data Dictionary (Ifigenia Dionissiadou, Martin Doerr)
- OPENGIS (Martin Doerr)

The mappings are both proof of concept and a guide to practical implementation. More standards are listed in the [scope document](#). Members of the SIS are asked to volunteer for mapping those.

Decision: Scope – The [revised CRM Scoping Document](#) will be presented on the Website for formal acceptance by the SIG as official definition of the scope of the CRM.

Mappings

Following Tony Gill's proposal for a uniform representation of mappings, Martin Doerr presented an XML tagging scheme to encode mappings, as user guidance and for better presentation. Nick Crofts offered to create an application implementing the DTD to facilitate its use. It was agreed that Martin Doerr would carry out further work on the proposed DTD with assistance from anyone who wished. Tony Gill also agreed to propose an alternative approach.

Decision: Martin Doerr will revise his DTD by 14/07/2001

Decision: Tony Gill will propose an alternative solution by 28/07/2001

Decision: Nick Crofts will produce an application based on Martin's DTD by 14/08/2001 (assuming delivery of Martin's revised DTD)

Discussion about Dissemination.

It was also agreed that the issue of good practice of documentation should be discussed. Stephen Stead made the point that the CRM or its supporting documentation needed to provide guidance on how to use the standard. Otherwise it would become impossible to implement.

Stephen Stead reported that he and Martin Doerr organized a CRM Workshop during CAA2001 in Visby. Martin Doerr gave an overview at the conference of the CRM and outlined planned developments. He also demonstrated SIS. Stephen Stead outlined the “4 box” Core Data Standard and demonstrated how this could be modified to a “5 box” model. Issues relating to combining the CRM and CDS were outlined. Feedback was requested from attendees of the CRM Workshop about user requirements. Full details of the discussions and issues arising from this workshop are available in the notes to be published on the CRM website.

Decision: Archaeological requirements will be taken into account to the extent that they can be identified in the standards to which we have already decided to undertake mappings.

Tony Gill will make a dissemination plan.

Action: Within the next month each member is asked to send to Tony a list of

- ***articles to be written***
- ***presentations to be made***
- ***conferences to be attended***
- ***collaborations with projects***
- ***intended presence on websites etc***

A CHIOS website will be maintained (part of the CRM SIG).

Many people are referring to the Geneva CRM website and do not regard the FORTH website as the official site. Nick Crofts pointed out that he no longer has access to the Geneva site but will ask for this site to be removed. They might include a redirection.

Action: Martin Doerr and Stephen Stead to write joint didactic paper for the use and utility of the CRM based upon a fictitious case study around a bus company depositing its records in a (real) museum.

Issuing the Committee Draft.

The ISO process takes a long time to move so the sooner started, the better. The current document contains a technical problem (including recursion). This creates a timing problem for the SIG to accept it and validate it. Therefore we:

1. Start with version 3.1
2. Move to a corrected version of this (3.2) to be produced by Martin Doerr

3. Circulate to SIG members with an explanation of what has been fixed and requesting via e-mail decision that this document form the basis of the Committee Draft
4. Once agreement for this has been received, the revised document can be submitted to the ISO working group
5. The ISO Working Group can then be sent out for consideration.
6. The sending out of the Committee Draft will be reported in the October meeting.

Decision: Version 3.2 of the CRM will be submitted to the SIG list by Martin Doerr on or before the 21 July. This will be accompanied by a list of the changes made to Version 3.1. SIG members must vote by 21 August. Failure to respond by this date will be regarded as a vote of approval. Nick Crofts will aim to submit a committee draft to ISO around the beginning of October.

Martin Doerr expressed the view that the interoperability needs should be considered and that there was no problem with extending the scope of the CRM to archaeology in general. However, he considered inference chains to be outside the scope of the CRM.

Tony Gill stated the view that the CRM *is* an inference chain.

Decision: The priority of the current work is to make the best use of the existing state of the CRM. Many of the ideas relating to the modelling of inferences etc. are extremely interesting and could form the basis of future work but will require further extensions to the CRM, that are not expected to interfere with the current content and functionality. This is beyond the scope of what is required to establish the CRM in its first instantiation as an ISO standard.

Agenda for next meeting

A discussion ensued on the agenda for the next meeting. Siegfried Krause will be responsible for preparing the agenda for this meeting. All agenda items have been recorded by him and will appear in the draft agenda for the next meeting. In particular, they will include discussion on the formal issues list maintained by the Group (see Website):

- Known issues
- Issues arising from new mappings
- Issues arising from revisions to existing mappings

The points below emerged during the discussion and deal mainly with process work.

Decision: Prior to any SIG meeting there will be a period of more intensive activity on the discussion list in order to allow the resolution of as many issues as possible prior to the meeting. This period will be announced in advance and members of the SIG will set aside a greater amount of time to deal with these issues.

Discussion then turned to the existing issues recorded on the CRM website and requiring resolution. The list of proposals was completed to the best possible, solved

issues taken out of the list, and for each issue it was proposed, if it is regarded to be in scope or not. The updated list of **issues** is on the website. The working groups will make the necessary decisions in the next meeting.

Decision: Any new issues for discussion should be raised in advance on the email discussion list, at least two weeks in advance. (n.b. For the next meeting this will be 1 October). No issues raised at the meeting will be discussed in the same meeting. Only issues that result in concrete proposals for extensions or modifications to the CRM or concrete actions to be taken qualify for discussion during the meeting. Issues for which there is no proposed solution will only take priority if they are of fundamental significance to the scope of the current work being undertaken to prepare the CRM for ISO.

Decision: All free discussions should take place on the list. Discussions off the list between members should be avoided or be reproduced on the list.

Decision: All members of the list should familiarise themselves with the contents on the CRM website. Ignorance is not an excuse.

Decision: Martin Doerr to bring a dump of the website to all future meetings

Decision: Mappings may be performed either to version 3.1 or version 3.2 of the CRM. The version number actually used must be made explicit.

Discussion ensued on the organisation of the October meeting. A plenary session should be followed by breakout groups dealing with the following:

1. Group 1: Amendments to the CRM based on mapping and prior proposals. It will select and make decisions based on validated scope.
2. Group 2: Validating application. This group will produce plans on what should be the validating applications, the type and commitment and provide plans to produce such.
3. Group 3: Editorial group dealing with scope-noting and formatting
4. Group 4: Extended documentation dealing with presentation, good practice, FAQ and interpretation problems. This will also cover training issues.

The groups will then return for a final plenary session.

It was suggested that a crash training course be run for new members to the SIG to bring them up to speed. This could be another working group.