

Bryan Lawrence, Roy Lowry, James Doughty
Meeting 08/10/2008 – Birmingham

Meeting Objective – plan and scope Vocabulary Server work for NDG MSI Project to April 2009.

The work will be broken into 5 separate tasks, 4 funded by the NDG MSI.

1. Vocabulary Versioning – to allow previous versions of vocabularies to be automatically displayed via the API. Database queries already written and tested by Roy – now need implementing on the internal BODC API. Work to be completed by internal BODC staff estimated at 20 days effort. Roy to plan detail and allocate to named internal BODC staff member (Quyên Luong).

2. Content Governance and Management – new automated process to allow both batch and single changes to be made to vocabularies. This process will replace the current time-consuming manual process which is dependent on Roy making the change. Bryan will provide a high level functional specification to Roy by the end of October 2008. Roy has allocated 2 days in November (10th and 11th) to produce a more detailed specification for programming resource to deliver. Roy has also allocated some time in January to provide support for the programming resource. The completion of this task is a pre-requisite to planned vocabulary workshops (task 3) although some work for those workshops is not dependent on this task. BL work estimated at 3 days, RL time 3 days November 2008, 4 days January 2009. Programming resource 20 days.

Post meeting – following further discussions it was decided to increase the level of automation. A provision of an extra 20 days has been made and this will be confirmed after the 10/11th November. The work will be done internally by BODC and thus Roy's January time will not be needed. (Oliver Clements)

3. Vocabulary Creation and Management – engagement with more organisations and communities to help with the creation and continued management of controlled vocabularies. 3 communities (BAS, CEH, BGS) were discussed and James will make initial contact with representative of these communities. 40 days funding is available for this activity for the communities involved.

4. Vocabulary Service API – Vocabulary content format and API – it is recognised that the external API needs reviewing by a computer scientist. Sean Bechhofer at the University of Manchester has been identified as a possible candidate to do this. RL will contact Sean to establish his availability. In the first instance a report will be produced which will make recommendations on how the API should be improved. If possible and practical these improvements will be made by the end of this project (April 2008) and a provision has been made for this.

Post meeting – following further discussions it is unlikely that Sean can deliver this within the timescales – other options are being considered.

5. RAPID – NERC Thematic Programme on Climate Change. Some work to clean up vocabularies for this programme was required which needed RL time (10 days). This work is not funded by the NDG MSI but by the Standards Harmonisation Budget and is therefore not included in the figures given above. Roy booked 2 weeks into his diary for February 2009 to complete this work.

Management - it was agreed that James would take responsibility for raising tickets for this work and would chase staff accordingly wrt delivery. James would also provide support in securing appropriate contract resource with Tessella being the first port of call - this is now unnecessary as BODC will be providing the resource.

Communications - Bryan and James agreed that Bryan would send out the agreed email updating the mailing lists to NDG-Technical and NDG-Community. This would be followed up by the first communication brief in October.

James Doughty
October 2008