Archiving Implementation Workgroup - Charter

Mission statement:
Define and facilitate the implementation of an archive for Minnesota geospatial data by building on the work of the Archiving Workgroup.

Objectives and Deliverables:

Objectives

• Program
  ○ Develop a detailed program for archiving geospatial data, including:
    ■ Governance
    ■ Guidelines
    ■ Procedures
    ■ Necessary social infrastructure

• Technology
  ○ Develop detailed technical infrastructure needs, requirements, and recommended workflows and/or business processes for archiving geospatial data

• Outreach & Education
  ○ Explore how archiving data would help support key governmental initiatives and statutory requirements
  ○ Continue to build support for the archiving effort within these communities:
    ■ MnGeo
    ■ Government agencies at all levels
    ■ Academic researchers
    ■ Students, teachers, historians, etc through MNHS Library
    ■ All users of historic geospatial data
    ■ Higher Education
    ■ Non-profit organizations
    ■ Private sector
    ■ Tribal nations

• Funding
  ○ Research and secure funding for the archiving effort by exploring:
    ■ Grant funding opportunities
    ■ Legislative funding options
    ■ Agency funding options

• Pilot Project
● Pilot data sets in a repository
● Archiving Organization (in MN Geospatial Commons)
● Coordination with the Minnesota State Archives

Deliverables

● Program recommendations
● Technology requirements and workflows
● Outreach & Education plan
● Funding recommendations
● Pilot Project
● Report
● Present at 2020 MN GIS/LIS Conference

Resource requirements and timing:

People time
Monthly web meeting
Deliverables likely by August 2020

Anticipated participants and their roles and responsibilities:

Group Membership:

Sarah Barsness - Minnesota State Archives
David Brandt - Washington County
Jennifer Corcoran - Minnesota Department of Natural Resources
Jon Hoekenga - Met Council
Melinda Kernik - University of Minnesota Libraries
Len Kne - University of Minnesota
Leanne Knott - Goodhue County
Carol Kussmann - University of Minnesota Libraries
Brent Lund - MNIT / MnGeo
Karen Majewicz - University of Minnesota Libraries (Vice Chair)
Andra Mathews - Minnesota Department of Transportation
Ryan Mattke - University of Minnesota Libraries (Chair)
Nancy Rader - MNIT / MnGeo
Soren Rundquist - Environmental Working Group
Zeb Thomas - MNIT / Minnesota Department of Natural Resources
Ben Timerson - Minnesota Department of Transportation
Brandon Tourtelotte - Pro-West & Associates
Stakeholders:
MnGeo
Government agencies at all levels
Minnesota State Archives (Minnesota Historical Society)
Researchers
All users of historic geospatial data
Higher Education
Non-profit organizations
Private sector

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