

Archiving Committee

FY2024/25 Term Report & FY2026/27 Work Plan

Committee Chair(s) and Vice Chair(s):

Ryan Mattke, Chair
matt0089@umn.edu

TBD, Vice Chair

Active subgroups and associated leadership:

N/A

FY2024/25 GAC Term Report

Fiscal Year (FY) 2024/25: July 2023 - June 2025

GAC Priorities Owned by the Committee

GAC priority projects and initiatives that the committee was responsible for during the term.

- Geodata Archive Implementation - Implementation of an archive for Minnesota geospatial data.

Accomplishments

- Committee proposed (December 2024) and approved (March 2025).
- Six committee members recruited so far.

Recommendations

Recommendations for the Minnesota Geospatial Information Office (MnGeo) to support the Committee's goals.

N/A

Additional Comments

It would be great if we could identify a GAC member to join the committee as vice-chair.

FY2026/27 GAC Term Work Plan

FY2026/27: July 2025 - June 2027

GAC Priorities Owned by the Committee

GAC priority projects and initiatives that the committee is to be responsible for during the upcoming term – these may be subject to change based on results of the term’s priorities survey.

- Geodata Archive Implementation - Implementation of an archive for Minnesota geospatial data.

Planned Activities and Deliverables

1. An operational framework

- Actionable policies, best practices, and procedures that can be directly applied by stakeholders to archive geospatial data effectively:
- Define best practices and procedures outlined in the [Archiving Strategy](#) and the [Archiving Implementation](#) reports.
- Recommend tools and content models based on the findings of the [Archiving Pilot](#).
- Prioritize high-value data as identified by the [Priority Datasets Subgroup](#) and the [Archiving Imagery Workgroup](#).
- [Formalize agreements and policies for data licensing](#), deposit, retention, and withdrawal as informed by the [Archiving Agreement](#) template.

2. Community engagement

- Promote awareness about the benefits of geospatial data archiving and provide actionable steps for community stakeholders.
- Presentations at the MN GIS/LIS Conference and similar forums to share progress, lessons learned, and encourage broader participation in archiving efforts.

3. Documentation

- Provide oversight and guidance on strategies and activities to ensure intended goals are met, adjusting as needed based on lessons learned.
- Annual updates and reports detailing milestones, challenges, and next steps in implementing the archiving strategy.

Roles and Responsibilities

Estimated time commitment for participants is two to five hours per month (one hour per month for group meeting, one hour per month for group meeting preparation, and up to three hours per month to accomplish the work of the group). Some participants will be needed to work on specific one-time tasks that may be more time consuming.

Group Membership:

Jennifer Corcoran - Minnesota Department of Natural Resources

Melinda Kernik - University of Minnesota Libraries

Nick Linell - Alight

Brent Lund - MnGeo

Karen Majewicz - University of Minnesota Libraries

Ryan Mattke - University of Minnesota Libraries (Chair)

TBD (Vice Chair)

Alysa Zimmerle - Met Council

Stakeholders:

MnGeo

Government agencies at all levels (state, regional, county, city, etc.)

Tribal government

Researchers

All users of historical geospatial data

Higher Education

Non-profit organizations

Private sector

Existing Resources

- N/A

Committee and Subgroup Needs

- Additional Committee Members to be recruited in the coming months to represent stakeholder groups]

Dependencies and Interrelationships

Image Service Sustainability Committee

- Relationship – imagery layers recommended for retirement would be archived; Archiving Committee would need to work with this group to achieve this goal

Risks

- Risks include a lack of interest or enthusiasm from data producers, technical requirements for possible pilot projects, and possible complications arising from data licenses.
- Risk mitigation will include outreach and communication about the goals of the workgroup, planning and collaboration with regards to technology, and a review of the various licenses applied to the data by data producers.

Additional Comments

N/A

Date approved by the Geospatial Advisory Council: May 21, 2025