**Drafting a Proposal for a New OASIS Technical Committee**

Please complete sections (1)(b), (1)(c), (1)(d), and (2a) first. Make sure all the co-proposers agree with the draft content in those four sections. Then settle on a proposed TC name and acronym, per (1)(a). OASIS TC Administration or other OASIS Staff can then assist in working out the procedural/clerical matters as you provide draft information in the remaining sections of the TC proposal.

# Section 1: [Charter](tc-proposal-template-annotated.docx#tcCharter)

## (1)(a) TC Name [[instructions](tc-proposal-template-annotated.docx#tcName)]

OASIS Content Management Interoperability Services For Digital Asset Management (CMIS4DAM) Technical Committee

## (1)(b) Statement of Purpose [[instructions](tc-proposal-template-annotated.docx#statementOfPurpose)]

The Content Management Interoperability Services For Digital Asset Management (CMIS4DAM) standard aims to resolve interoperability challenges facing Digital Asset Management solution providers and their end users by leveraging the existing CMIS standard already adopted by the Enterprise Content Management sector.

CMIS is a comprehensive standard, however the scope and scale makes it difficult for DAM vendors to benefit from adopting it; many only require small subsets of CMIS capabilities and many have limited time and staff resources to devote to understanding CMIS in sufficient detail to locate and implement those parts they can use. This is unfortunate because for each type of vendor, elements of the CMIS standard can enable important needed interoperability capabilities. Further, the range of alternative metadata standards used by the rich media stored inside DAM solutions also requires a more adaptable framework that can share the common elements of a widely adopted standard like CMIS while leaving open the opportunity to expand its scope on a case-by-case basis. For example, a photo management solution may need to interoperate with both general CMIS Enterprise Content repositories as well as photo-specific metadata standards such as IPTC or PLUS, while a video-focused media asset management application might substitute the latter for audio-visual standards such as PBCORE. The range and significance of each of these associated endeavors and the necessity for a given solution provider to integrate with them cannot be accurately predicted and will change over time.

In addition to metadata interoperability, a further objective of CMIS4DAM is to define a series of common operations which compliant DAM solutions will respond to in a predictable and consistent fashion. As with metadata, the range and scope of these is intended to be flexible and extensible, such that individual applications can support certain functions to a greater or lesser extent according to areas which each specializes in. A core or baseline series of operations will be defined as part of this activity.

CMIS4DAM is intended to offer a layer of abstraction between CMIS, a range of external metadata classification protocols and common operations used within the domain of Digital Asset Management (DAM) especially as they relate to individual classes of rich media assets such as images and video. The purpose is to assimilate these models and to use CMIS as the conduit to enable interoperability between them. The goal of the standard is to enhance the cohesion between different DAM solutions and provide a more flexible protocol that is easier for a wider range of participants to engage with than the core CMIS standard would offer alone.

## (1)(c) Scope [[instructions](tc-proposal-template-annotated.docx#scope)]

CMIS4DAM needs to provide a flexible and structured framework which can be rapidly implemented at a basic level to enable widespread participation, while at the same time enabling a wide-ranging series of related standards to be connected into it on an as-needs basis. It is anticipated, therefore, that a major element of the work of the committee will be education oriented to meet the first objective and the second may need to be accommodated with further sub-committees to address the specific needs of individual standards and the characteristics necessary to facilitate their integration into CMIS4DAM. The scope of this TC is to provide a framework rather than to prescribe which of these external metadata standards should be adopted.

The TC will develop example CMIS mappings targeted at DAM applications to assist DAM solution developers to rapidly access assets (represented as documents) in existing CMIS-compliant repositories.

The TC will propose an initial list of candidate external standards (with a specific interest in those relating to asset metadata) which be included in the first iteration of the standard documentation.

The TC will reach out to bodies responsible for external standards that may be utilized by DAM and were not identified in the first iteration with the aim of encouraging their participation.

The TC will solicit opinions from DAM vendors, industry associations and journals to define a baseline set of operations or functions which compliant DAM solutions should support.

The TC will define protocols that allow the baseline operations to be extended on a selective basis by system developers while still allowing them to maintain a compliant solution.

The TC will develop a documented procedure for incorporation of any new DAM related metadata standard so that this process can become more efficient and incorporate best practice methods (as well as any subsequent refinement of these same procedures).

## (1)(d) Deliverables [[instructions](tc-proposal-template-annotated.docx#deliverables)]

A document describing the specific use cases of CMIS4DAM that the TC plans to address in their work product.

Introductory core CMIS implementation models intended for managers and technical practitioners that explain how to implement CMIS4DAM at a basic level

Advanced implementation models and frameworks that expand upon the introductory items to include coverage of any initial metadata standards encompassed by CMIS4DAM

Terminology guidelines and glossary (to be integrated with on-going work already being carried out on the community authored DAM Glossary at damglossary.org)

Documentation describing core operations and instructions for extending them to support specialized functionality in a compliant manner.

## (1)(e) IPR Mode [[instructions](tc-proposal-template-annotated.docx#iprMode)]

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## (1)(f) Audience [[instructions](tc-proposal-template-annotated.docx#audience)]

Digital Asset Management (DAM) solution providers and end users thereof.

Enterprise Content Management (ECM) solution providers who may have already implemented CMIS compliance and who wish to integrate with a broader range of DAM solutions also.

## (1)(g) Language [[instructions](tc-proposal-template-annotated.docx#tcLanguage)]

English

# Section 2: [Additional Information](tc-proposal-template-annotated.docx#additionalInformation)

## (2)(a) Identification of Similar Work [[instructions](tc-proposal-template-annotated.docx#similarWork)]

## (2)(b) First TC Meeting [[instructions](tc-proposal-template-annotated.docx#firstMeeting)]

## (2)(c) Ongoing Meeting Schedule [[instructions](tc-proposal-template-annotated.docx#meetingSchedule)]

## (2)(d) TC Proposers [[instructions](tc-proposal-template-annotated.docx#tcProposers)]

## (2)(e) Primary Representatives' Support [[instructions](tc-proposal-template-annotated.docx#primaryRepSupport)]

## (2)(f) TC Convener [[instructions](tc-proposal-template-annotated.docx#tcConvener)]

## (2)(g) OASIS Member Section [[instructions](tc-proposal-template-annotated.docx#memberSection)]

## (2)(h) Anticipated Contributions [[instructions](tc-proposal-template-annotated.docx#anticipatedContributions)]

## (2)(i) FAQ Document [[instructions](tc-proposal-template-annotated.docx#faqDocument)]

## (2)(j) Work Product Titles and Acronyms [[instructions](tc-proposal-template-annotated.docx#workProductProposedTitles)]