



Steering Group for AquaDocs Third Annual Meeting (SG-AquaDocs-3)

8 December 2025
14.00 – 15.00 UTC
[Online]

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IOC-SG-AquaDocs-3

English

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1. OPENING OF THE MEETING

The Third session of the Steering Group for AquaDocs (SG-AQUADOCS) was held on 8 December 2025. AquaDocs Chair Angela Clark-Hughes welcomed participants to the online meeting (see participant list in annex 2). SG members and guest Christine Nottage introduced themselves. Apologies were received from Amanda Whitmire, Leticia Lizondo, Maria Kalensits, Saida Messaoudi, Andrea Cristiani and Daryl Superio.

2. ADMINISTRATIVE ARRANGEMENTS

2.1 ADOPTION OF THE AGENDA

There were no additional agenda items.

The SG adopted the Agenda for the meeting, which is provided in Annex I.

2.2 MATTERS ARISING FROM SG-AQUADOCS-2 (February 28, 2023)

The following items were identified as completed.

- Ekaterina Kulakova will deposit training materials into the AquaDocs Steering Group sub-community that can then be linked from the User Guides page.
- Ekaterina Kulakova will review the guide for editors.
- Sally Taylor will gather responses from IAMS LIC and regional groups regarding financial contributions.
- Sally Taylor will investigate potential grants.
- Sally Taylor will respond to the ProQuest representative and decline the proposal for now.

The following action items were carried forward.

- Sally Taylor and Tamsin Vicary will update IAMS LIC webpages.
<https://iamslic.wildapricot.org/page-18167>
<https://iamslic.wildapricot.org/page-18166>
<https://iamslic.wildapricot.org/page-18102>
- Ekaterina Kulakova and Sally Taylor will recruit volunteers to translate guides.

3. STEERING GROUP

The AquaDocs-SG is responsible for proposing the vision, strategy, workplan and timetable for the AquaDocs project, advising on technical aspects such as the user interface, reporting to IOC-IODE and IAMS LIC, and advising on the creation of task teams as needed.

Daryl Superio and Hannah Russell have stepped down from the AquaDocs Steering Group. The current members are listed below.

Steering Group
SG Chair: Angela Clark-Hughes (elected at SG-2)
Co-Project Managers: Sally Taylor and Ekaterina Kulakova
IODE IT Advisor: Arno Lambert
IODE Secretariat Representative: Sofie De Baenst
IAMSLIC Executive Board: Amanda Whitmire
Invited ASFA Expert(s): Maria Kalentsits, Tamsin Vicary
Invited IAMSLIC/IODE Experts: Jennifer Walton, Leticia Lizondo, Pauline Simpson, Saida Messaoudi, Stephen Alayon

4. EDITORIAL REVIEW TEAM

The Editors review incoming submissions and check the accuracy of metadata and availability of full text prior to approving its publication in the live repository.

Editorial Review Team
Africa: Arame Keita, Saida Messaoudi
Americas <ul style="list-style-type: none">• Latin America - Andrea Cristiani, Leticia Lizondo• Caribbean - Pauline Simpson• North America - Sally Taylor, Amanda Whitmire
Asia: Daryl Superio
Europe: Ekaterina Kulakova
International: Pauline Simpson, Sally Taylor
Oceania: Pauline Simpson, Sally Taylor

5. UPDATES

5.1 MIGRATION INCLUDING NEW FEATURES AND OUTSTANDING ITEMS

Following a Request for Proposals (RFP) process in summer 2024, a sub-group of the AquaDocs-SG worked to migrate the repository from Atmire to DSquare Technologies (D2T) based in India. The initial migration took approximately four months and work continued throughout 2025 to address unresolved issues and add new features.

The D2T hosting platform offers the following new features:

- Multilingual interface in English, Arabic, French, Portuguese, Russian, Spanish. D2T used machine learning (phrase.com) to translate 3027 elements which were then verified by IAMSLIC volunteers.
- Integration with [ORCID](https://orcid.org) to provide a unique persistent identifier for authors, and disambiguate between individuals with the same name.
- Integration with [AGROVOC](https://agrovoc.fao.org), a comprehensive, multilingual vocabulary from FAO which includes ASFA terms.
- Integration with [GeoNames](https://geonames.org), a database of 11 million place names including water bodies.
- Bulk upload functionality for Admin users.
- Detailed usage statistics (views and downloads) for an item, collection, sub-community or community, and by desired time period (e.g. week, month, year, all time).

Although the migration is mostly complete, there are a few outstanding items.

- Arabic and Portuguese interfaces will be implemented soon.
- Author browse is not retrieving all records.
- Agrovoc entry terms need to be mapped to preferred terms.
- Citation generation feature does not always have correct formatting.
- Access to repository is problematic for some users (possibly related to location).

5.2 RENEWAL 2025

As background, the hosting fee was shared equally by IAMSLIC and IODE for vendor hosting from Oct 1 2023 to Sept 30 2024. This was a one-time arrangement as IAMSLIC does not have a revenue stream to contribute financially on an annual basis. IODE fully funded the migration and hosting from Oct 1 2024 to Sept 30 2025, and renewed the hosting for Oct 1, 2025 to Sept 30, 2026.

One challenge with the annual renewal was the possibility that the AquaDocs team would have to do another RFP even though the hosting fee had not increased. Having to do an RFP and potentially a migration on an annual basis is not a suitable approach for managing a repository. It is disruptive for the users of the repository who have to relearn a new interface, potentially more expensive since migrations have costs beyond the hosting fee, and ultimately continual

migrations are not sustainable by the small group of volunteers as it adds hundreds of hours of additional work.

5.3 GUIDES AND TRAINING

User guides for depositors, editors and collection administrators were updated and uploaded to the [AquaDocs site](#).

Hands-on training was offered online as part of the IAMSLIC conference in October 2025.

An annual report was submitted to IAMSLIC, and an article about the new platform will be included in the EURASLIC newsletter.

5.4 CONTENT RECRUITMENT

Panama has been extremely active in depositing content through a coordinated Panama network of universities and institutions.

AquaDocs was nominated as the repository for Ocean Decade Action outcomes in 2023 and some 150 records were submitted. During 2024 with change in staff and their work to migrate from the Global Ocean Forum, submissions were halted; but in December 2025 they recommenced.

In addition, other institutions in hiatus during the platform migration have returned to deposit their publications.

6. OPENASFA AND AQUADOCS COLLABORATION

OpenASFA and AquaDocs will continue discussion in January or February 2026 about collaboration and a potential merger once OpenASFA determines whether they will have a new hosting arrangement.

7. NEW BUSINESS

7.1 DATA CLEAN-UP

Christine Nottage, new IAMSLIC member has kindly agreed to work on a data clean-up project to address oddly formatted ASFA subject headings and inconsistent document types.

7.2 BUDGET AND RENEWAL FOR 2026

During 2025, with the retirement of Peter Pissierssens, IODE Management was included within the IOC Global Ocean Observing System (GOOS). AquaDocs annual subscription is renewed until September 30, 2026 and Angela Clark-Hughes and Sally Taylor will start working on

funding and the renewal process for 2026/2027. They have a meeting with Joanna Post, Director of the Global Ocean Observing System (GOOS) and Acting Head of the IODE Programme, and Kristin de Lichtervelde (IOC-IODE) scheduled for December 17 to discuss.

8. ELECT NEW CHAIR

Angela Clark-Hughes has completed a two-year term as Chair. Prior to soliciting nominations for a new chair, she and Sally will consult with Joanna.

9. CLOSE OF MEETING

Angela Clark-Hughes thanked the project managers for their efforts in managing AquaDocs with the support of the Editors, and the members for participating in the Steering Group, and closed the meeting at 15.00 UTC.

ANNEX 1. AGENDA

Steering Group for AquaDocs Third Annual Meeting (SG-AQUADOCS-3)

Monday, December 8, 2025 1400-1530 UTC

[Online]

<https://miami.zoom.us/j/97638975180?pwd=DvHqbQF5gAiVEF6ZYiGelCvmKEM9t.1>

Useful link: [Work plan and Budget](#)

1. Opening of the Meeting
2. Administrative Arrangements
 - 2.1 Adoption of agenda
 - 2.2 Matters arising since [SG-AQUADOCS-2](#) (Feb 28, 2023)
3. Steering Group
4. Editorial team
5. Updates
 - 5.1 Migration including new features and outstanding items
 - 5.2 Renewal 2025
 - 5.3 Guides & Training
 - 5.4 Content recruitment
6. OpenASFA and AquaDocs collaboration
7. New business
 - 7.1 Data clean-up project
 - 7.2 Budget and Renewal for 2026
8. Elect new chair
9. Close of meeting

ANNEX 2. PARTICIPANTS

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