

UC Heads of Special Collections

Minutes

Feb. 4, 2013

10:00 a.m. to noon

Here is the Ready Talk information:

- Conference Phone Number ([866-740-1260](tel:866-740-1260))
- Access Code (7522112)

HOSC Members Present:

Daryl Morrison (Davis; chair); Peter Hanff (Berkeley); Audra Eagle Yun (Irvine), Melissa Conway (Riverside), Lynda Claassen (San Diego), Polina Ilieva (San Francisco), David Seubert (Santa Barbara), Elisabeth Remak-Honnef (Santa Cruz); **Ex officio:** Adrian Turner (CDL); **CDC Liaison and representing Merced:** Jim Dooley

Welcomed Audra Eagle Yun representing Irvine (as Michelle Light has gone to the University of Nevada, Las Vegas).

Spring meeting is to be a face-to-face on May 6, 2013, Monday on the UC Santa Cruz campus. Daryl Morrison indicated that the CDC Collection Forum meeting has been postponed. There was discussion as to whether we could meet during the Society of California Archivists meeting, but there were too many conflicts. Elisabeth Remak-Honnef agreed to host us at Santa Cruz and tour us through the Grateful Dead collection. There was discussion about possible pickups from the San Jose airport.

Action: Morrison and Remak-Honnef to work on further information about the next meeting. Please mark your travel calendars for May 6.

Aeon proposal update (Committee). Discussion on how to continue to proceed in requesting a UC package license with Aeon. Ivy Anderson has reviewed the request and referred us back to CDC. Adrian Turner indicated CDL is still interested in moving forward with CDC approval. The next CDC phone meeting is Feb. 15. UCLA, UCSD, and UCR are committed to purchasing Aeon. Several other campuses are interested if the costs were lower. As a group HOSC still strongly endorses. Jim Dooley indicated that this would be a different type of consortia package than the usual content software package of information resources for the public.

Action: Morrison to send CDC (Sharon Farb) the committee Aeon report again. HOSC members to talk to their CDC representatives.

UC Libraries Advisory Structure Modification Project

<https://wiki.library.ucsf.edu/display/AdvisoryStructureRedesign/UC+Libraries+Advisory+Structure>

Morrison indicated that discussions were happening on campuses regarding the new UC Libraries Advisory Structure Modification Project. Groups will be organized by common interest or projects to promote shared activities. Discussion that HOSC will need to re-establish itself as a common interest group. Morrison indicated she was aware that the University Archivist Council has not been meeting and we might want to also reach out to them. Charlotte Brown may be the current chair.

Action: Morrison to draft a letter indicating we have reviewed the new structure and indicating our interest in establishing HOSC as a common interest group and indicating our shared goals and projects (to include AT Training, Promoting Guidelines for Efficient Processing, digitization projects, collection development goals, and group grant projects. Morrison to also contact Charlotte Brown (Archivist Council chair).

NGTS implementation next steps: [Adrian]

- Guidelines for Efficient Processing
- Establishing AT User Group

Message from Martha Hruska NGTS Management Team and SOPAG charge, "we ask that HOSC work on the implementation of the recommendations of POT 3's Archivists' Toolkit Lightning Team,

http://libraries.universityofcalifornia.edu/sopag/pot3_lt1_finalreport.pdf

want to encourage HOSC to establish a special interest AT User Group and to charge that group to consider and plan 'train the trainer' workshops, as needed."

Turner indicated the Guidelines for Efficient Processing are on the HOSC website. The Guidelines manual needs to be maintained and more case studies added. Morrison indicated that the UC Processing Archivist listserv might be a place to request case studies.

Turner indicated that HOSC is charged with creating an Archivist Toolkit User Group. The group would determine training needs and possibly establish regional training workshops. Key personnel at several campuses may be available as trainers. There is no money dedicated to the training program. The group could also conduct testing and evaluation of early iterations of Archives Space, prior to its release this year, and collaborate on strategies for transitioning from AT to Archives Space; CDL has set up a test sandbox for Archives Space, which can be used for testing and evaluation.

Action: Each HOSC campus to establish a key contact to be on the AT Users Group. Submit name to Morrison and Turner.

2012/2013 Goals were reviewed, as discussed above. Additionally Morrison mentioned the CDC digitization list had never been discussed by HOSC. CDC had surveyed the library campuses through their CDC representative. Jim Dooley indicated that projects could still be submitted. Backlogs and potential collaborations and projects: temperature read on assessing physical and born-digital backlogs: interest and possibilities around collaborative approaches (grant-funded?) to surveying collections

Morrison also suggested a project to list out each Special Collections half dozen major collecting areas or collections to be listed on our website.

Action: Lynda Claassen volunteered to do the survey.

Webmaster: With Michelle Light leaving, HOSC needed a new webmaster.

Action: Polina Ilieva agreed to be the new webmaster.

Round Robin reports.

[Morrison requested that you send notes to her on the Round Robin reports so she has names and projects correct—notes are very rough]

Peter Hanff (**UCB**) working on refining the scope of responsibilities for the Judah Magnes Museum which was incorporated into the Bancroft. Neil Henry, position description for Access Services, curatorship position for Rare Books. David Farrall is the replacement for the History of Science and Technology program.

Daryl Morrison (**UCD**) will begin work on a Google Book Digitization project. Over 24,000 volumes will potentially come from Special Collections. Morrison would like to confer with those that have undergone the Google Book project for Special Collections. The University Librarian Mackenzie Smith had been working on a Strategic Plan for the Library and each department has been actively involved.

Audra Eagle Yun (**UCI**) had to step out for another meeting.

Jim Dooley reporting for Emily Lin (**UCM**) Emily has been spending time on e-Science and data management projects.

Melissa Conway (**UCR**) the new University Librarian Stephen Mandeville will begin March 1. Ruth Jackson is retiring Feb. 28. Special Collections is preparing for the Eaton Science Fiction conference. We are exploring an IMLS grant to use Open Linked Data for access to fanzines with some members of the Science Fiction Collections Consortium. We are digitizing a portion of the late Chancellor Tomas Rivera's archives for the April 25 launch of a website and will be looking for a project archivist for an intensive 2 month project.

Polina Ilieva (**UCSF**) finished the 4,000 Google Book Digitization project. As part of the project they also sent University Archives newsletters and Yearbooks. She is working with Merced on a School of Pharmacy project to digitize scrapbooks. Using OMEKA for photographs and slides. She is working on a preservation grant for the preservation assessment of rare books.

David Seubert (**UCSB**) mentioned the ground breaking for the new building at commencement. There is a new metadata librarian. Worked on the migration to Archivist Toolkit. They have ceased manual procedures. They have a CLIR grant to digitize 18,000 early recordings, a 2-year project in May. LC renewed funding for the National Juke Box Project. A UCSB faculty member who is interested in

interactive fiction, helped them obtain, a 2,500 volume collection. (Interactive books provide alternate choices for how the story proceeds which leads to different endings).

Elisabeth Remak-Honnef (**UCSC**) the campus will be celebrating its 50th Anniversary in 2015. They are digitizing oral histories. Making use of Archivist Toolkit.

Lynda Claassen (**UCSD**) Special Collections is still working on the reorganization/consolidation project. Peter Bruggeman retiring SIO. Still working on grant project to digitize the Herman Baca collection, a 60-box, 40,000 document collection. They are a year ahead of schedule. LUNA has been fantastic. NHPRC project to digitize the Harold Levy and Leon Lazard papers. NEH poetry project for audio tapes. They will have a new position—a digital archivist as a permanent or 3-year temporary position to work on University Archives born digital material.

Adrian Turner (**CDL**) mentioned Record Express, a simple web-form available to OAC contributors for inputting collection level information; we can also attach PDF inventories (for legacy print or non-EAD inventories, which could be easily converted into PDF -- but would require time/resources to convert to EAD). Before or by April, we will be able to support indexing and searching of any full-text in the PDF files. This will allow legacy finding aids to be mounted and provide end user access to the PDF inventories. Also reported on a small-scale pilot project to host digital audio-visual materials in OAC/Calisphere; CDL has been collaborating with the California Preservation Program to host a small group of audio-visual objects, digitized through LSTA funding; the objects were selected from a range of libraries and archives through California, and include some UC content. The project is allowing the CDL to explore technical requirements for hosting and streaming of audio-visual files; has presented some challenges, for one, the file sizes are enormous.