

Preservation Advisory Group Annual Report 2005/2006

Objectives and Accomplishments

1. PAG will advise and assist with implementation of the proposed UC Bindery Business Plan.

PAG worked closely with UC Bindery Director David Martinelli to develop a business model for Library Bindery operations which proposed the closure of the Culver City bindery and the consolidation of all UC Library binding into the Oakland bindery operations. This effort resulted from PAG's earlier work in 2005 to project future levels of demand for UC library binding, and from the University Librarians interest in keeping recharge rates as low as possible. Three members of PAG (Nelson, Ogden, Page) served as members of the Library Bindery Services Work Group in preparing the Library Bindery Services Business Plan 2005-2006, which was submitted to the University Librarians in September 2005. Prior to adopting the Business Plan, the University Librarians charged the Work Group with two very sizeable tasks with short deadlines: the creation of a transportation RFP and a library binding RFI. The binding RFI included a charge to contact two large Research Libraries that used commercial bookbinders to determine current costs of library binding based on invoices over the most current 12 month period, evaluate quality of binding and levels of service compared to UC Library Binderries, and evaluate binding contract pricing and their relation to invoiced pricing. A detailed transportation RFP was developed for the transportation of the library books and other materials between each campus and the Bindery in a safe, reliable efficient and cost effective manner. PAG members C. Nelson and T. Savickas served on the subgroup Site Visit Work Group, along with Wendy Jones from UCD. The Library Binding Work Group sent a report of its findings to the University Librarians on Oct. 14, 2005 and the Business Plan was subsequently endorsed by the University Librarians.

At its Fall 2005 meeting, PAG determined the order of implementation for the southern campuses and discussed Director Martinelli's proposal for an ongoing cost and services work group. At the Spring 2006 meeting a recommendation was made that Martinelli hold general meetings in the North and the South to discuss transition issues. Meetings were held at UCLA in July and at UCB in August. During these general meetings, key issues were identified for the purpose of preparing a charge for a 'Binding Work Group' to assist with logistics, turnaround, and other systemwide operational issues as they affect binding charges and the campuses, as well as future directions and economies. This charge will be reviewed by PAG and sent to CDC for approval. PAG will continue to review binding options and receive bi-annual reports from Martinelli at its meetings.

2. PAG will respond to a request from CDC for commentary on a proposal to form a new Common Interest Group (CIG) for conservation treatment.

PAG viewed the proposal goals very positively and recommended to CDC that one of the UC conservators be invited to attend PAG meetings in lieu of a separate CIG, given that PAG's charge encompasses the full range of preservation issues and services. PAG gave strong support to annual meetings and training sessions for conservators and conservation technicians and for investigation of sources of funding to support these activities. PAG also encouraged quick implementation of a proposed listserv for the group. UCB Conservator Gillian Boal attended the Spring 2006 PAG meeting as the first conservator representative. The listserv has been established and the conservators meet at UCB in July and are planning educational events for UC conservation staff.

3. PAG will continue to educate itself on DPR policies, operations and procedures. PAG will respond to requests from the Director of the Digital Preservation Program for comment on DPR documents.

PAG invited Tricia Cruse, Director of the UC Digital Preservation Program, to all of its meetings and discussed a wide variety of topics each time. Issues identified for PAG to engage with the DPR include outreach, how to engage the campuses, management of the DPR, and staying more closely in touch with DPR policy decisions.

4. Ogden will prepare a final report for SOPAG regarding a high-volume digitization prototype project.

Bernie Hurley decided to provide SOPAG with an oral report, making a written report unnecessary.

5. PAG will make a recommendation to CDC regarding preservation of UC dissertations in print and electronic formats.

PAG email of November 7, 2005 to CDC Chair conveyed PAG's view of the importance of UC electronic dissertations as a UC asset. Specific recommendations were made:

UC is responsible for the permanent preservation of its own dissertations and theses. This responsibility must now include the dissertations and theses that are filed electronically. All parts of each work must be preserved, regardless of the range of formats used. The files could be preserved in the UC Digital Preservation Repository. The ProQuest service offers access, not preservation of all formats.

For dissertations, the Copy of Record is the dissertation or thesis in the

format (or multiple formats) in which it is submitted by the student and accepted by the academic department.

Persistence is defined as continued access to the data, and interpretability of the data, for as long as is needed.

We recognize that the UC DPR is not intended as a public access database. ProQuest will provide a service to users, but it does not include all of the electronic attachments such as video and audio files. The capacity to access UC dissertations in the form submitted by UC students should be provided by the University of California.

Until ProQuest can offer a full service, UC should develop and support the user interface for all parts of an electronic dissertation or thesis, at least to members of the UC community.

6. PAG will respond to JSTOR project staff proposal for assistance with JSTOR collection preservation problems.

PAG members discussed this issue at the Fall 2005 meeting and expressed willingness to assist in supplying good quality photocopies to the project and identified the preferred means for receiving lists of titles and pages. As of the Spring 2006 meeting, UCLA and UCSB were supplying photocopies and this appeared to be meeting project needs.

7. PAG will continue to work with the CDC liaison to define behaviors of a variety of shared print collections in order to advise on preservation practices.

PAG continued to work closely with Nancy Kushigian, Director of Shared Print, regarding issues of preservation, persistence, copy of record and the implications of fewer and fewer copies of multiple copies in the RLFs'.

8. PAG will advise and assist with implementation of the proposed UC Bindery Business Plan, a major cost-savings proposal regarding the UC binderies.

Please see text for objective number 1.

9. PAG will identify needs, trends and directions for future UC preservation services.

At the Spring 2006 meeting, three topics were noted for their potential for collaboration.

A. Preservation, disposal and management of nitrate negative collections. PAG recommended that HOSC be approached to determine their interest in partnering to further investigate these issues and to pursue joint funding.

B. Kodak Photo CD preservation. The need is for a conversion program to be written.

C. Archival Audio-visual collections. California Preservation Program, with funding from the California State Library, will be conducting a statewide survey using the CALIPR model for the programming. This would help us identify the need for AV preservation on the UC campuses, including in the libraries. Training sessions will be held in the North and South to provide instruction on determining a random sample and conducting the web-based survey. All campuses are encouraged to participate in the survey this fall, and PAG members are asked to talk to appropriate campus groups.

10. PAG will liaise with the California Preservation Program, the California Library Association, and the Society of California Archivists to improve preservation of and access to collections.

Two PAG members continue to serve on the California Preservation Program and routinely communicate with PAG about preservation opportunities (such as audio-visual mentioned above) and educational opportunities. PAG members routinely attend CPP workshops on disasters, mold and grant writing.

J. Page gave a talk on disaster preparedness at SCA to heighten awareness among our California colleagues of the need for, and tools available for, disaster preparedness.

11. Serve as an education and discussion group for PAG members on preservation issues for the University of California and the State of California.

PAG members continued to share announcements about and information from relevant workshops, conferences and preservation committee participation. B. Ogden and K. Mokrzycki attended the OCLC Western Digital Forum in August on sound and moving collections and will share information that may help support the survey of audio-visual collections.

Submitted by
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