

## **UC Heads of Special Collections (HOSC)**

### **Minutes from May 24, 2010 conference call**

Attending: Christine Bunting (SC), Lynda Claassen (SD), Melissa Conway (R), Charles Faulhaber (B), Tom Hyry (LA), Emily Lin, (M) Michelle Light (I), Lisa Mix, Daryl Morrison (D), Adrian Turner (DSC)

#### **1. Introductions:**

Tom Hyry, Director of Special Collections at UCLA was welcomed as a new HOSC member. Adrian Turner was introduced as the acting representative and spokesperson from CDL's Digital Special Collections where he serves as Data Consultant.

#### **2. Digital Special Collections Update:**

Turner reported that with Rosalie Lack's departure Ivy Anderson is acting as DSC Director. The status of the position is still to be determined and strategic directions of the DSC program are being discussed. Turner announced the release of the OAC Contributor Dashboard and the OAC Search Box for websites of contributing institutions. He noted that the CDL would be hosting versions of the Archivists' Toolkit and Archon for contributors. For those institutions without capacity for local back-end databases these offerings will provide a useful technical infrastructure. The website [www.cdlib.org/services/dsc/tools/at-archon.html](http://www.cdlib.org/services/dsc/tools/at-archon.html) outlines the service and has links to the user guides for both AT and Archon.

Turner noted that on several fronts the DSC program is examining ways to simply and efficiently support the contribution of finding aids, and to enhance the capacity to "push" content to different places. He mentioned examples such as an EAD web template to create collection level finding aids, and the support for non-EAD collection descriptions and container lists in various formats (PDF, Word, Excel, etc.) The DSC program hopes to assist contributors in handling legacy lists in more nimble fashion, in discovering hidden collections, in prioritizing collections for earlier discovery, and in making processing work flows more efficient.

#### **3. NGTS New Modes for Access Groups.**

The Group, which includes HOSC members Lin and Mix is now in Phase Two. It is charged to develop new modes for organizing and proving access to special collections, archives, and digital formats. As part of its data gathering process the Group will survey the campus libraries on available digital technologies and expertise. Campuses are to reply noting their capacity to digitize specific formats, and to provide information on vendors used to handle format conversion. Survey results may shed light on the possibility for UC centralized services. The Group's report is scheduled for the end of July 2010.

#### **4. Water Resource Center Archive (WRCA):**

UC's Division of Agriculture and Natural Resources (Office of Assoc. V.P. for Academic Programs and Strategic Initiatives) is seeking proposals to assume ownership and management of the WRCA. The WRCA is currently located on the Berkeley campus and contains large numbers of technical reports, newsletters, maps, videos, and aerial photographs. HOSC members speculated on which campuses might submit proposals and discussed the difficulties of financially supporting a highly specialized and technical collection, particularly one that is heavily used for research and is to be open to the public. Resolution of the future location of the WRCA is to be decided by July 1, 2010. [Addendum as of August 2010: the Water Resource Center Archives will move from Berkeley as a joint responsibility of UCR and CSU San Bernardino.]

### **5. Insurance Holdings Lists:**

Members discussed the need to create and/or update collection lists with insurance values. On most campus this appears only to be necessitated when major collection moves take place.

### **6. Annual report, Goals & Objectives, Chairperson for 2010-12:**

Members reviewed current G&Os and discussed new ones for the upcoming year. One additional goal will be to share collection highlights and areas of strength with each other via the HOSC web site. Future goals should be as "actionable" as possible. Bunting will prepare the annual report for submission to CDC. Charles Faulhaber will chair HOSC for the next two years. Members asked for three conference calls per year instead of two. The next HOSC meeting is scheduled for October 4th 10:30-Noon.

### **7. Campus Round Robins:**

Each member attending reported on major activities. These include:

- UCSD will celebrate its 50th anniversary next year. Claassen reported that in preparation for the event major digitization projects have been undertaken to document campus history and promote the anniversary.
- Merced has also seen a year of focused activity in digital projects. Lin reported that UCM has additionally been working on a digitization project for San Francisco.
- UCSF has been able to use soft funding to hire a .5 Archivist to work with Lisa Mix.
- Morrison noted that Davis is in the midst of its UL search. Both Davis and Riverside are participating in the CDL's CLIR environmental collections grant project.
- Conway reported that UCR's Eaton Science Fiction conference held in February was very successful. Riverside received \$100,000 in gifts to be used for the purchase of book arts.
- Bunting announced UCSC's hire of a new archivist to manage its Grateful Dead archive, and its new 10-volume oral history publication on sustainable agriculture and organic farming.
- Faulhaber reported on the signing of an agreement to merge Berkeley's Magnes Museum with the Bancroft Library. The manuscript survey project undertaken at Bancroft is now finished; it has established processing priorities and revealed 40,000 linear feet of material. Bancroft will be a featured library on the "Great Libraries of the World" series to be aired in the fall on PBS.
- Several members mentioned plans to address campus budgetary cuts and lamented over the possibility that such reductions could continue over a three-year period. UCI plans to secure an outside focus group to advise its library on areas for concentration given its budget.
- Light will be away September-December on maternity leave. Lorelei Tanji will be the temporary UCI HOSC representative.

Minutes by C. Bunting