Restructuring & Reimagining Digital Collections

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Overview

• Digital collection legacy
• Drivers for Change
• Building a new foundation
• Implementation
• Iteration
Digital Collections @ UVa: The Way We Were

Hosted by ALCTS, Association for Library Collections and Technical Services.
Digital Collections @ UVa: Behind the Curtain

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Path to change: Assemble a Team

• Charge: Articulate and document consistent and replicable workflows designed to ingest digital content.
• Include expertise from all aspects of digital projects workflows
• Weekly meetings with highly structured discussion format
Path to Change: Define Principles

- Reduce customization and increase standardization
- Establish a sustainable workflow and resource it appropriately
- Commit to the establishment, communication, and maintenance of a unified and stable prioritization process.
- Utilize more formalized documentation processes and tools
Enacting Change: Recommendations

• Establish a cross-unit Digital Collections Team
• Dedicate at least one position to coordination of digital workflows
• Recommended workflows in need of tools/systems for document storage, communication and tracking
• Proposed a workflow with comprehensive review and planning in advance of work
Implementation of Workflows

• Translating report recommendations into DCT workflow
• Workflow options and tools
• Hard decisions about projects
• Lessons Learned/Next Steps

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From Report to Workflow

• Values of Transparency
  • visibility of projects from proposal through completion
  • employ known tool(s) and approaches for awareness and tracking (Jira, PM)

• Values of Accountability
  • Define expert areas (DCT members)
  • Experts get and complete individual task assignments (workflow tasks)
The Tool is not the Project

• Project management best practices are tool agnostic
  • Project values and goals inform process and tool choices
  • Tool function follows team dynamic (tools don't drive process)

• Integration with existing workflows influences choices
  • Digital Content Management/User Experience/Discovery Layer and ILS already used Jira
  • Consensus, accountability, transparency, documentation need consistent approaches, no matter what tool is chosen

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Workflow: Overview

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Workflow: Project Description

Digital Collections Projects / DCP-131
Oral Histories from Race in Place

Details
Type: Project
Priority: Major
Labels: None

Status: OPEN (View Workflow)
Resolution: Unresolved

Proposal

Pre-Approval Evaluations
Description/Metadata:
- There are Marc records for the collections, but not individual oral histories

Rights:
- I believe UVA owns the rights.

Scope:
- Three Groups: Esmont (11 oral histories), From Porch Swings to Patios (16 oral histories), Ridge Street (10 oral histories)
- 37 total oral histories.

Access:
- Avalon

Description:
There are a number of digitized oral histories on the Race and Place website that come from our collections. Can we offer digital access to these through the library? Currently, there is no way to know from our catalog that digitized versions exist.
http://www2.vcdh.virginia.edu/afam/raceandplace/oralhistory_main.html

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Workflow: Expert Task Assignment

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Workflow: Expert Assignments

<table>
<thead>
<tr>
<th>Sub-Tasks</th>
<th>Status</th>
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<tbody>
<tr>
<td>1. Content Review</td>
<td>RESOLVED</td>
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<tr>
<td>2. IP Review</td>
<td>IN PROGRESS</td>
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<td>3. Metadata Review</td>
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<td>6. Preservation Review</td>
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</tbody>
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**Activity**

- **Cok**

  added a comment - 2018-Nov-14 15:42 GMT-0500

  Very important to the history of race in Charlottesville, VA, and the United States. Important to our local community.
Workflow: Assignment Detail

IP Review

Type: Proposal Review
Priority: Major
Labels: None

Status: RESOLVED
Resolution: Done

Description:
The MOU with JMRL suggests that these are only the pre-1923 backfiles of the Progress, so there should be no rights issues. Creating OCR doesn’t change or complicate the rights issue at all.

Attachments

Activity

There are no comments yet on this issue.

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Lesson Learned

• Queueing and prioritizing of accepted projects (work we are now doing)
• Organizational priorities sometimes take precedence
• Expert review and accountability makes it easier to see what factors float or sink a particular project (IP, content, etc)
• Resources need responsible stewardship
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