

Department Highlights

From 2007 to 2008, Digital Collections continued to develop infrastructure for the creation of digital objects.

Digital Collections created the *Eastern North Carolina Object Repository (encore)* as a digital asset management system and online search and discovery interface for all digitized library material past and present. Creating this system provided standard infrastructure and organization for Digital Collections projects, past, present, and future.

Development so far has included creation of the repository, basic implementation of the online interface, development of METS, MODS, MIX metadata standards (in collaboration with Cataloging), creation of administrative tools, and integration with EAD finding aids (in collaboration with Special Collections). Outstanding tasks include developing the online interface further with search and discovery tools, integrating legacy digital exhibits, usability testing of the system, planning for future collections, and promoting the system.

To further develop resources for encore, Digital Collections has begun working on the development of a Digitization Selection Task Force or Committee. This group, which will be composed of representatives from departments across the library involved in digitization, will assist Digital Collections in creating a collection development policy that will include a method for evaluating and ranking projects in the future.

Even as this new repository was created, Digital Collections continued to digitize objects and make them accessible online for many library departments as well as our campus community. Digital Collections has added objects to the School of Art's Digital Resource Center, has digitized the *Rebel* – a School of Art student publication – and created a digital collection of postcards from Eastern North Carolina. Staff collaborated with Special Collections to complete a conversion of EAD finding aids to the new ECU templates and integrated links to digitized objects in the finding aid container lists. Digital Collections has been integral in the creation of Staff Picks from Special Collections, digitizing these staff selected materials and ingesting them for future access and preservation in encore.

Digital Collections has been very active in the Library's efforts to support scholarly communication. The software *dSpace* was chosen and implementation has begun. Staff in Digital Collections has been involved in configuring the software, designing the look and feel of the site, creation of metadata standards, and the capturing of research to be ingested into the repository.

Digital Collections was involved at some stage of three different grant projects in 07-08. The department, with Special Collections staff, submitted a grant proposal to NC ECHO to fund the creation of a digital collection of images from the *Daily Reflector* collection. If awarded, this project will begin in July of 2008. The department also began work on a pilot project to digitize the historic run of *The Mini Page*. This pilot will be used as a proof of concept for grantors and intellectual property owners in the proposal for a future grant-funded project. Finally, Digital Collections and the North Carolina Collection have begun to collaborate on a grant proposal with the State Library to digitize indices to the *Raleigh News and Observer*.

In addition to serving as interim head, Michael Reece served on the Re-visioning Task Force, which developed a new strategic vision for Academic Library Services. One of the recommendations in the report stipulated preservation planning for both digital and analog materials. To increase Digital Collection's ability to contribute to the library-wide goal of preservation planning and the department's goal of creating mass storage strategies, Gretchen Gueguen attended the NISO Digital Preservation Forum in March and is preparing for future work in this area.

Digital Collections, through the particular efforts of our SPA Fellow Leigh Younce, has begun work with the Special Collections department on the digitization of oral history audio and transcripts. This project will provide significant opportunities for developing guidelines and policies for audio digitization and XML markup of transcripts.

Personnel

Mark Custer began working with Digital Collection August 13, 2007 as a Technology Support Analyst. Mark has been instrumental in the conversion of the EAD finding aids into the new template and continuing work on EAD, and other metadata standards the department uses.

Gretchen Gueguen began as the new Digital Initiatives Librarian and head of Digital Collections January 14, 2008. She previously worked as Digital Collections Librarian at the University of Maryland, and took over from the capable hands of Michael Reece as interim Head.

Digital Collections was pleased to work with Leigh Younce, the 2007-2008 Library SPA Fellow from March through June. Leigh provided project management and guidance for the oral history project developing detailed project plans and overseeing the digitization of an initial sample to test methods and standards.

Organizational Changes

At the beginning of 2008, Digital Collection moved from Computing, Digital, and Web Services (now Innovation and Technology) to the Special Collections department. This move was suggested by the Re-visioning Task Force recommendations as a way to foster communication and collaboration with the department that was the source of most the materials Digital Collections works with. Since January, Digital Collections has participated in a joint core meeting with Special Collections and the North Carolina Collection and will participate in the April 14th Special Collections Open House.

Notable Items Digitized

- Entire run of the *Rebel* magazine, a student publication from the School of Art.
- A number of student research projects from the department of Interior Design to be added to the Institutional Repository.
- Frank Armstrong memoir and autobiography
- Mappa Aestivarum Insularum alias Barmudas dictarum [Bermuda map]
- Denis B. Cashman diary

Major Equipment/Technology Acquired

Three new Eizo monitors were purchased for the computers doing high quality scanning. These monitors provide better color approximation and clarity of detail needed for high quality digital image work. In addition, a number of software packages and upgrades were purchased for the department including Adobe web development products and Oxygen for XML creation.

Current Services, New Services, Changes in Services, to Patrons or other Units

Digital Collections has continued to develop better processes for requests for digitization and changes to finding aids. The request form for digitization has been improved and an online tracking system notifies users of the progress of their requests has been created. Additionally, verification emails are sent to Digital Collections and requesters when projects are submitted and completed.

Changes to acquisitions worksheets have been begun collaboratively between Digital Collections and Special Collections. These changes will ensure that information needed for the creation of preliminary EAD finding aids is properly captured and documented.

Digital Collections helped to develop a new service to video presentations by potential job candidates for library positions and make these available to staff who miss the presentation on the intranet. This project is now being implemented and further developed by Web Services, but Digital Collections continues to serve as back up support for digitization requests.

In collaboration with the Institutional Repository team, Digital Collections has worked on capturing several undergraduate research projects in the Interior Design program. As the Institutional Repository program develops, Digital Collections anticipates more projects like this and has begun to think about policies and procedures for these types of projects.

Training and Professional Development Activities

Presentations were made at the SPA Paraprofessional Conference and the Librarian to Librarian Networking Summit covering the *Eastern North Carolina Digital Library* project, digital photography and scanning techniques, and next generation library catalog tools.

Key Issues Still to Be Addressed

While significant progress was made in developing *encore* infrastructure and in the development of EAD finding aids, a few of the department's goals still require further development. Completion of *encore* remains outstanding, although significant strides have been made. The department's collaboration, outreach, and documentation goals for this year were somewhat met, but plans for the coming year will address these lapses.

The lack of accomplishment in these goals stems from two major causes. First, Digital Collections continued to operate under an interim head for much of 2007-2008. Although as interim head Michael Reece did an excellent job, the time required for necessary project management in addition to his regular programming duties left less time for collaboration and outreach. In addition, the disbanding of the Digital Editorial Board provided a bit of a setback for the department since no alternative means of determining future project needs was in place.

Since the new department head arrived in January 2008, much time has been spent in orientation and planning, as well as networking within the Digital Library community both in North Carolina and nationally. However, in the last two months Digital Collections has begun to address some of these issues by creating new policies and documentation, planning for digital preservation strategies, and developing outreach ideas in both print and online media. In addition, the department is currently working on a collection development policy and the creation of a Digitization Selection Task Force or Committee which will hopefully provide a more fruitful means of determining future work and priorities for the department in collaboration with collections-holding areas of the library and technical services involved in digitization projects.