Minutes, 11/27/18

FAS DRC Meeting Minutes

2:00 – 3:30 pm
Cabot Library – Instruction Room, Lower Level
Wiki: https://wiki.harvard.edu/confluence/pages/viewpage.action?pageId=217225229

Present:
Michael Leach (Co-Convener), Sarah Adams, Brenda Bernier, Maggie Hale, Tom Hyry, Rhea Lesage (reporting), Erin Murphy, Diane Rielinger, Lidia Uziel, Suzanne Wones

Guests: James Cheung, Olha Aleksic

Agenda –
1. Approval of Minutes of Meeting (16 October ’18) [please see wiki]
   Minutes were unanimously approved.
2. Review of new projects
   Michael reviewed the new procedures for proposals with the presenters.
   a. Seminar in Ukrainian Studies audio collection [Olha Aleksic]
      Olha provided background for the project proposal. The Institute has been sponsoring weekly seminars during past 50 years which have been recorded. The seminars covered a wide range of topics ranging from political science and history to art and literature. Speakers include Harvard faculty, students and visiting scholars from the U.S. and abroad. The recordings are in a variety of formats: 1970-76 reel-to-reel; 1976-2006 audio cassettes; 2006-2016 audio files; and 2017-present has been uploaded to the SoundCloud platform. The collection has a general description in HOLLIS and the Ukrainian Research Center Library web site provides more information.
      Olha reviewed the work that has been done to date:
      • Preservation assessment of the physical collection was done by Elizabeth Walters and she found collection in satisfactory condition. (Michael requested that this report be sent to the Committee.)
      • The reel-to-reel items are stored at HD and the cassettes are stored locally. They are not certain about the sound quality of the reel-to-reel tapes.
      • Inventory includes: 281 Reel-to-reel most are in polyester in good condition but approximately 10 are in acetate and in need of additional attention.
      • The Ukrainian Research Center has been converting the cassettes to WMA format and are currently being stored on the HURI server, but they do not have the ability to improve the sound. (The 1980’s audio cassette quality is not very good.)
      • So far 600 of the 750 cassettes have been converted. They want to know if this is a viable format.
      The Ukrainian Research Institute Library would like to make this unique collection accessible to researchers worldwide and would like to deposit of these materials in the DRS. The project serves both to preserve the institutional memory of the Center, and provide researchers access to unique primary source material. Currently a Simmons intern is working on the description of the collection providing intellectual access.
   b. Extension of Korean Rare Books Project [James Cheng]
      James provided an overview of the Harvard Yenching Library's digitization efforts. They have been spending 15 years digitizing their rare book collections. The Chinese rare book collection digitization has been completed. Now they would like to focus on Japanese and Korean rare books. This proposal basas on the Korean rare books: There are three categories: Genealogy, Literature, Imperial Examination Papers. The plan is to start with Genealogy: a 3-year project that will run from 2019-2021. There are ca. 5,000 titles and 5-6 volumes per title. If they complete this prior to the three years they can move on to Korean literature. Genealogy materials are rare since during all the books were burned during the Japanese occupation. Harvard Former Harvard Yenching bibliographer bought the genealogy collection for Harvard at great risk. Since they are very rare, the National Library is very interested in this group of materials. They have $100,000 gift from Lee family earmarked to digitize this material and plan to apply some of the gift money to start the project and then tap into the FAS digitization.
      Copyright and condition: Printed on fairly good paper, little need for conservation. Some may need to fix the binding. All materials are not covered by copyright so that is not a problem.
      Preservation staff are accustomed to dealing with the materials. The Library is working with the Korea Foundation. The Foundation has been supporting interns, and to date ITS has been hosting the interns for Korean cataloging. Now the foundation will be funding two interns for 10 months each to support the digitization project.
      Collection description:
      All materials are wood-block printing; the materials are pre-1910 and are all unique and/or rare. Bill and Maggie indicated that the work flows are in place and ready to continue with this. LTS is working on the making CJK searchable in the DRS.

3. Call for Proposals – process a. Looking at an Open House meeting January 22-24…

Michael will check with Odile about scheduling of the Unabridged Program to be sure there are no conflicts.

To Develop the “Call for proposals”, the follow three methods were discussed:
   i. General announcement on HLComms
   ii. Open House, showcasing prior and current projects, and also providing a “help clinic” to guide future proposal development.
   iii. Create a person-to-person “ask” group, made up of DRC members, and strategically considering whom to ask, based on the themes listed above. b. Possible themes for the “Call”

The following 5 key themes were discussed at a brief meeting with Eliz Kirk & Suzanne Wones on 31st Oct:
   i. Projects/collections on/from under-represented groups.
ii. Immigration studies

iii. History of science; Eliz has a student working on this theme, as an example;

iv. Women in science (Ivies plus is working on Women in science), business & law
Follow up comment: This would allow us to expand on digital collections work that has already been done.

v. Rise of the environmental movement (or movements).

Discussion of the above suggested themes:

There was a question regarding the list and how it was created. It was noted that arts and literature are missing. Explanation – this was just a brainstorming list. This is not a complete list and should be expanded.

Suzanne expanded on the environmental movement theme: The Canadian Federal Government may fund a major research project on the effect of humans on the environment throughout history. If funded the Harvard Library has agreed to play a partnering role. Partnering with groups outside of Harvard that have collections that might be complementary to Harvard’s collections. All ideas are up for consideration; Eliz is also encouraging partnering with non-FAS libraries.

Preservation likes to do things that are format based. For example, photographs.

Question: How do our digital collections match up to our digital scholarship? Maggie indicated that there is a work stream for ongoing projects for teaching and learning. Lidia commented that we are in the beginning stages of working with the faculty, and stressed the ongoing need for medium-term storage.

It was suggested that we should be focusing on areas where we are the library of record. Our 19th century collections are unparalleled and allows us to move large collections through established work flows. There are a substantial amount of materials that we hold that allow for large scale work flows.

Harvard and Cuba is a developing area and a proposal may be forthcoming.

4. Material Preparation Services
Maggie-Imaging Services has staff that can prepare materials for digitization, do quality control, and update catalog records with links. They have staff through June and possibly beyond and are looking for opportunities to put their services to use. This can be useful to people who don’t have staff to do this kind of thing. It was also noted that having conservation staff available for stabilization for digitization has been important in CNA and should continue to be available. Brenda indicated that they should be able to address this need.

5. Upcoming meetings – projects to consider (tentative) a. Tuesday, 15 January 2019, 2-3:30pm; Widener G55:
   i. Russian elections 2016: Ephemera [Anna Rakityanskaya] ii. TBD

6. Scheduling February and March 2019 meetings & beyond…

7. Other business
Lidia referenced the Russian ephemera collection proposal as being a good example of other smaller collections that the AEOD holds and the need to create a work flow for these kinds of smaller projects so that we don’t have to go through the proposal process. Bill is aware of this request and will discuss at next meeting.

Meeting was adjourned at 3:07 PM.