Digitization Advisory Committee Meeting

December 8, 2021 at 11 am via Zoom

Present: Julia Corrice, Chair (Cornell University), Claire Lovell (SCRLC), Erika Jenns (Southern Tier Library System), Richard Urban (Corning Museum of Glass)

Other members: Erin Rushton (Binghamton), Natalie Skwarek (Alfred University - Herrick Library), , Maggie Young (Steele Memorial Library)

- Approval of [October 15, 2021 meeting minutes](#)
- ARPA Library / Museum Partnership Grant Updates
  - We had just shy of $48,000 available to distribute. We received 4 projects totalling a requested $43,000. The projects are from Cayuga County, Chenango County, Cortland County, and Dryden.
  - The final $5,000 will be a project run directly by SCRLC. We will hire an intern to send out to do digitization directly with members or prospective members. The intern will be required to create a small digital collect, a small digital exhibit, and a curriculum-based LibGuide of some kind.
- Consider the Source Project
  - The library councils around the state are working on an IMLS funded grant awarded to the NYS Archives Partnership Trust. It's meant to bolster the APT's ConsiderTheSourceNY.org site. Each region has a team of educators and librarians. Mary-Carol is our region's project coordinator and Claire is the collections coordinator. Each region will have an "institute" to bring classroom teachers and school librarians into an all-day workshop with staff from local museums, archives and historical societies to discuss teaching with primary sources. Several of those teachers from each region's workshop will be selected to develop specific lesson plans using real primary sources. Additionally, money has been set aside for the digitization of those primary sources. Primary sources should reflect historically marginalized and underrepresented communities.
  - Claire is working with Sarah Reid, the other collections coordinator for our region, to make a list of potential repositories with appropriate materials. We will reach out to highlighted repositories for participation.
  - Julia suggests that we reach out to the historically marginalized and underrepresented communities directly to find out who's holding those materials (church, individuals, etc.). Double check that people would be okay being identified in the materials, so discuss redaction as well.
- Work Plan Activities for 2021-2022
  - These are the work plan activities for the digitization program in the next year:
    - Add at least one new collection representing historically oppressed and marginalized peoples and perspectives
    - Add at least one data set
    - Form a Special Interest Group on inclusive descriptive metadata practices
    - Add up to 5 GB of NYH materials per institution to the Digital Dark Archives as part of a digital preservation solution
    - Identify potential new members and reach out to them for collection digitization
    - Identify existing gaps in representation in New York Heritage Digital Collections and New York State Historic Newspapers
    - Update the History Unbound LibGuide
- Inclusive / Reparative Metadata Working Group

- ○ Claire would like to establish a statewide working group for professionals working on inclusive or reparative metadata at their institutions.
    - ■ How are other people doing this work in such a way without doing more harm?
    - ■ There are different kinds of projects all over the state, and they have overlapping components.
    - ■ This wouldn't coordinate best practices, exactly, but let people share whatever policies and insight they might have.
- ○ Julia notes that institution-level task forces might not be open to sharing until their outputs have been completed and reviewed.
- ○ Julia suggests defining the scope first. What will you do to remediate issues? What are the challenges we're facing?
- ○ The group raises considerations and concerns:
    - ■ How do you get the right representation in the group?
    - ■ Check for listening skills and understanding of other perspectives
    - ■ Acknowledge that the conversations might be challenging and emotionally exhausting
    - ■ See DLF agreements - code of conduct
    - ■ At Cornell, they use a "guardian" for each meeting, to make sure everyone has a change to voice opinions.
    - ■ Consider how an aggregator may or may not be able to transform other institutions' materials. Richard points to the Peabody Essex example.
- ○ This could start as a forum and will be under the banner of ESLN to make it statewide.
    - ■ Going forward, there could be different topics per meeting, such as remediation, outreach, descriptive practices, etc.
    - ■ We could also bring in speakers from other universities who have done this work. Julia recently attended a NISO webinar about Indigenous descriptive metadata: [NISO Media Library Video - NISO Workshop on Metadata to Support Indigenous Knowledge and Non-Traditional Outputs, December 6/7, 2021 (cadmoremedia.com)](#)
- ○ Could we have a regional sharing hub?
    - ■ Julia has found things from the Cornell Inclusive listserv, but it feels haphazard.
    - ■ Code4Lib started a slack channel for inclusive metadata practices after an excellent conference program, but it's been silent since.
    - ■ We should establish a Google Doc, webpage, LibGuide, or something to compile existing resources and webinars. We'll wait until the forum to see what kinds of conversation space people want to see.
    - ■ Richard notes that regional specifics would be really valuable.
- Around the table
    - ○ At STLS, Erika is working on annual reports, besides looking at databases for Job Now & Petersons.
    - ○ Cornell is hiring a new authorities librarian. Julia is working with developers from Folio. Generally, Cornell is moving away from proprietary software toward open source platforms.
    - ○ CMOG is moving materials from MediaBin to Piction. Their collection development department is also migrating from an old CMS, which is complicating things. Richard is also working on video advertisements that they're digitizing. The physical objects have been poorly labeled, however, so digitization is the first step in grappling with the contents.

Next meeting is March 9 at 11 am