ETD Preservation Workshop Agenda

Pavilion Conference Centre, Cape Town, South Africa, September 16, 2011: 1:30-5:00 PM

Workshop Faculty
Prof. Gail McMillan, Director Digital Library and Archives, Virginia Tech
Dr. Martin Halbert, Dean of Libraries
University of North Texas

Jointly hosted by the NDLTD and the MetaArchive Cooperative since 2008, this workshop provides information for conference participants who are looking for a preservation strategy for their ETD collections. The workshop will provide information about best practices that can benefit the preservation readiness of both start-up programs and ongoing initiatives to help establish or build upon ETD policies, procedures, and standards. Basic principles of distributed digital preservation will also be covered.

The NDLTD and the MetaArchive Cooperative established a collaborative preservation archive for ETD collections in 2007. Dr. Halbert has lead the MetaArchive since its initial venture into distributed digital preservation in 2003, and Prof. McMillan is a founding member of both organizations. They have many years of hands-on experience with both ETDs and digital preservation.

1:30 – 2:00 pm   Welcome. ETDs and Preservation Needs (Gail McMillan)
Introduction of the workshop leaders, review the day's agenda, outline who's participating in the workshop, and overview of the results of the ETD preservation practices survey.

2:00 – 2:30 pm   MetaArchive and Distributed Preservation (Martin Halbert)
Overview of distributed digital preservation, LOCKSS, and the MetaArchive Cooperative (and TRAC). What is distributed digital preservation? How does it work? What does it require (hardware, software, tech support, staff and skills needed)?

2:30 – 2:45 pm   NDLTD/MetaArchive ETD DDPN Archive (Martin Halbert)
Gain an understanding of the NDLTD/MetaArchive Dark Archive, including how we use it to implement ETD preservation, the roles and responsibilities of member institutions, and the basics of harvesting and ingest into the Dark Archive.

2:45 – 3:00 pm Break

3:00 – 3:30 pm   Collections Management for Preservation Readiness (Gail McMillan)
Detailed overview of how to prepare a collection for harvesting and ingest into the preservation archive, including organizing and documenting collections, creating collection-level metadata using the conspectus tool, and intellectual property issues.

3:30 – 4:00 pm   MetaArchive and its Members: Roles and Responsibilities (Martin Halbert)
Discuss the MetaArchive Charter and Membership Agreement and information about the three types of memberships that that are available along with their associated fees and responsibilities.

4:00 – 4:30 pm   ETD Lifecycle Management (Martin Halbert)
Issues of specific concern to the curators of ETD collections, from creation to review, approval, access, and preservation.

4:30 – 5:00 pm   Questionnaire, Discussion (Gail McMillan, Martin Halbert, Participants)