

# 2021 CCDO/Big Heads Collection Report

---

## Authors

Charlotte Priddle, Director of Special Collections

Kristina Rose, Associate Dean for Collections & Content Strategy  
Bill Maltarich, Head of Collection Development

Nina Servizzi, Associate Dean for Knowledge Access & Resource Management Services  
Ahmad Arshad, Head of Data Analysis and Integration  
Charlene Chou, Head of Knowledge Access  
Greg Ferguson, Head of Resource Management  
Weatherly Stephan, Head of Archival Collections Management

**University/Institution** New York University Libraries

**Date:** June 20, 2021

## “Top of Mind” (Challenges, Issues, etc. to surface)

- Our hiring freeze has ended but staffing shortages at all levels due to retirement incentives and delays on hiring during pandemic continue to be challenging.
- Planning for an ILS and discovery layer migration in 2023.
- Readjusting our service models for an in-person fall. We are ending pandemic-related measures (HathiTrust ETAS services, enhanced course reserves scanning) but continuing enhanced delivery services, i.e. locker delivery, scanning, home delivery, and ebook purchase on demand. Some will be pleased with the in-person options; others will be disappointed by a return to previous service levels.
- Pandemic increased demand for digital course material support and broadly needed popular texts. What is the balance in library spending to support necessary but short-term access to these materials?
- Usage of streaming platforms, both local and vended, are off the chart. What level of support are we prepared to offer in future? Is there a more sustainable future for streaming?
- Expediting processing physical materials backlog that developed during pandemic related building shut down.
- Providing metadata support for Area Studies and distinctive collections in languages where there is a lack of qualified catalogers and/or metadata providers.
- Developing more granular metadata prioritization -- including enhancements to the existing collections. There is a need to better align processing with the research and teaching needs specific to the NYU community.

## Budget Update

In 2020-21, the University imposed a one-time expense reduction target for all divisions and schools, suspension of construction projects, and extended the hiring freeze through fall 2021. The library materials budget was flat in 2020-21. We expect some easing of pandemic-related restrictions in 2021-22. Libraries' construction project to expand footage for remote storage was recently approved.

## Staffing and Organizational Changes/Update

Collections & Content Strategy department completed reorganization to foster a closer connection between Collection Development, Resource Sharing, and Print Operations. Hired Operations Manager for Print Collections, Alys Hornick, to support a holistic, long-term strategy for retrospective and prospective print collections management.

Knowledge Access (KA) department reorganization implementation planned for Fall 2021. The reorganization will replace the existing structure with three newly defined units: 1) A Non-Latin Scripts Unit, which will implement coherent policies for cataloging non-Latin scripts resources and promote greater collaboration with Area Studies Librarians in the Research Services. 2) A Specialized Cataloging Unit responsible for cataloging Latin-scripts and Special Collections resources. 3) A Metadata Strategy Unit, led by the Metadata Strategist currently in recruitment. As part of this reorganization, the Head of Knowledge Access has proposed a strategic hiring plan for three new metadata librarian positions which will be required to create both MARC and non-MARC metadata, in light of meeting emerging demands of open scholarship, digital scholarship/humanities, etc.

Resource Management (RM) is planning a reorganization for 2021-22, in which the three current units will be reconfigured as four units with redefined functional roles. The new organizational structure is intended to ease the burden on unit supervisors and allow for increased focus on student worker supervision and university procurement requirements, while maintaining high standards for ordering/receiving and e-resources access and metadata.

Data Analysis and Integrations (DAI) team has transformed its Knowledge Access Technician position into an updated Senior Data Engineer position that closely reflects the kind of projects and programs the team is engaged in. As more and more of our workflows and processes undergo digital transformation, the need for data engineers and data analysis specialists is going to grow.

### Upcoming recruitments

Shelving and Retrieval Supervisor, summer 2021

Collections Services Supervisor, fall 2021

Supervisor in Resource Management (title TBC), fall 2021

## New Programs or Initiatives

### Inclusion, Diversity, Belonging, Equity & Accessibility (IDBEA)

*IDBEA in Collections:* A working group completed a report to identify opportunities and challenges for increasing diversity and inclusion in our collections and our outreach about collections. We are developing short, medium and long-term goals.

*Harmful Language Statement:* NYU Special Collections and Archival Collections Management (ACM) added a [harmful language statement](#) to the finding aid search portal, along with a public form that invites users to report harmful language or request changes to archival description.

*Inclusive and reparative archival description guidelines:* ACM created guidelines for inclusive and reparative archival description, and commenced discrete reparative description projects around harmful language in finding aids.

*Harmful Language Remediation in Discovery Layer.* Authorities Working Group piloted a solution for replacing harmful language, such as the subject heading 'illegal aliens,' in our Primo discovery layer using normalization rules rather than directly modifying text strings in bibliographic records. This solution will be fully implemented summer 2021.

## **Collection & Content Strategies**

*Consortial approaches:* We continue to work closely with the PALCI consortium to strategize shared collections, shared print, and shared discovery - particularly across institutions of widely different foci, scales, and budgets. This summer, we will implement Project ReShare (<https://projectreshare.org/>), an open source platform sponsored by PALCI for resource sharing and shared inventory.

*Open Standards/Digital Lending:* We are working within a number of groups, publishers, and forums to promote, explore, and develop open standards for e-resource sharing, lending, and reading. We developed, implemented, marketed and released as a pilot SimplyE app working with LYRASIS and Proquest with over 130,000 ebooks available on the platform. Future developments include expanding vended content available in the platform and using platform for delivery of CDL.

*Web-scale discovery services (EDS and Summon):* We reviewed Summon and EDS web-scale discovery services. We tested the functionality and eventually retired Summon. We worked with EBSCO to add our 2+ million ebooks in EDS to improve e-resource discovery as much as possible.

*Affordable Course Materials:* Our work on the bookstore project continues. Faculty course adoptions lists are matched to existing E-Resources and made available in our course reserves tool (Atlas's ARes) via API calls.

## **Collection Management**

*Special Collections archival backlog analysis:* Following the completion last year of the Archival Collections Control Project, we now have complete holdings and extent data on the size of the Special Collections archival backlog, and the resources needed to address backlogged collections, including paper, audiovisual, and born-digital materials. Over the next year, the two departments will be ranking backlog collections for processing.

*Backlog prioritization pilot:* KA is planning a pilot in collaboration with subject liaisons. Using the 80/20 rule, prioritized resources (~20%) will receive higher level cataloging, (e.g. PCC authentication & authority work). The pilot aims to balance increased collecting with specialized research and curriculum support. Project data will be made available to the Collections Advisory Committee for further comparison with usage statistics.

*GOBI shelf-ready services:* RM implemented shelf-ready services with GOBI for approximately 80% of the books in Bobst Library's main collection. Further implementations are being planned for other vendors and for the books NYU Abu Dhabi's library purchases from GOBI.

*Inventory control system:* RM collaborated with DAI to develop and implement a home-grown inventory system for logging and tracking boxes of new materials. The inventory system is integrated with our ILS and reports what percentage of books in each shipment have records meeting our minimum cataloging requirements, allowing us to prioritize boxes that will be the fastest to process

## **Infrastructure/Data Support**

*Archivematica Implementation:* ACM and Digital Library Technology Services (DLTS) are implementing the use of Archivematica digital preservation platform for managing the ingest of born-digital archival accessions into the local preservation repository, as well as automate the creation of digital objects in ArchivesSpace following processing.

*Combined patron data fetch via bulk API call:* Working with NYU central IT enterprise data management group, we have transformed the way we load patron data through aggregated API calls rather than direct database access. Emphasis is placed on security and governance.

*Google Cloud Platform:* DAI is exploring Google Cloud Platform to do rapid prototyping and accelerate its digital transformation initiatives. We are using it to conduct analysis on bibliographic records to ascertain high quality of metadata. We are also using it as a local document store for Aleph data (for current workflows and easy post-migration retrieval of Aleph metadata and inventory)

*UltraViolet (Invenio) Dataset Repository:* Data Services is working on a new repository for research data, Ultra Violet/Invenio RDM. KA provided metadata support, advising on proper metadata set, including continuing resources description, and developing UltraViolet metadata policy.

*NYU Aviary implementation:* DLTS implemented migration to [Aviary platform](#) for digitized audiovisual collections, including Soul of Reason, Gay Cable Network and Hemispheric Institute Digital Video Library. KA provided metadata schema and mapping, and will create and evaluate test records.

*Local development for Project Reshare, configuration, testing, maintenance:* In anticipation of moving to Project Reshare, we have done extensive configuration, testing and maintenance of infrastructure and data to go live on the Reshare platform

## **Open Access**

*Open access metadata [Ancient World Digital Library](#) (AWDL):* Over the last year, the Institute for Studies of the Ancient World (ISAW) Library has received several requests from various domestic and international libraries, asking that we share metadata for AWDL. A KBART file was created through a joint force of ISAW, KA and DAI. We are also committed to making metadata available to institutions not affiliated with OCLC: [NISO KBART](#) title lists are available to anyone or any institution upon request.

## **Pandemic -related strategies**

*Enhanced delivery options and new workflows:* With our stacks closed, RM collaborated with Access Services and DAI to develop new workflows for triaging user requests submitted via library catalog. New processes allow us to fill as many requests as possible with ebook access (thereby benefiting all users), while providing pickup or home delivery options for materials that are not available electronically.

*Streaming video acquisitions:* RM worked with Collections & Content Strategy, the Avery Fisher Center, and NYU Stream to develop and implement a cross-department workflow for licensing, purchasing and hosting individual streaming video files requested by instructors for course use

*Digital Surrogate cataloging:* Due to limited access to materials onsite during COVID-19, we have used Airtable to manage digital surrogates cataloging. We can effectively share and track digital surrogates of physical materials, from NYU's institutes, global campuses, and consortial partners with catalogers working remotely.

## **Notable and Newsworthy Governance Models**

Creation of the Digital Library and Preservation Planning governance structure, which included the creation of digital library selection criteria, the Digital Preservation and Access Working Group, and the Digital Library Steering Committee. The new structure will provide long-term support and strategy for digital collections.

Created Collections Advisory Committee (CAC) to provide a forum for reviewing, evaluating, and recommending holistic and sustainable collection and content strategies. Committee is currently working on internal and external guidelines for collection management and development.

Metadata Policy and Implementation Committee (MPIC) - new working groups:

- *Authorities Working Group*: The Working Group was reformed with a new charge to create and maintain holistic policies around authority control and identity management, and ensure the values of inclusion, diversity, belonging, and equity are centered in our metadata work. (See
- *E-resources Metadata Task Group*: A joint force between KA and DAI, the focus of this new task group is to develop policy and streamline workflows for both e-resources and digitized collections. The task group is currently preparing written policies to be presented to MPIC for discussion and approval in the upcoming year.
- *Primo Metadata Mapping Task Group*: A joint force between KA, DAI and consortial members; the charge of this new task group includes evaluating the features/functionality of the most recent Primo OTB (Out of The Box) normalization rules, recent MARC data and the quality and completeness of the corresponding metadata in our source systems that are harvested by Primo (Aleph, SFX/MARCit, etc) and so on.
- *Series/Serials Task Group*: This new task group has reviewed and streamlined the workflows of monographic series and analyzed serials, especially between KA and RM departments.
- *BIBFRAME Study Group*: MPIC sponsored an informal bi-weekly study group focused on BIBFRAME and linked data training. The group was open to all staff in Knowledge Access & Resource Management Services (KARMS). Meetings included a combination of readings, presentations or hands-on exercises to facilitate group discussions. The group's wiki page includes resources related to linked data, BIBFRAME, Sinopia, etc.

### Special Collections/Archives

Special Collections exhibitions pivoted to an online-only presence; the first such exhibition was [The Interactive Book](#), an exhibition accompanied by four online events including a symposium and hands-on workshop where participants could create their own artists' book.

Other online events included open ["transcribe-athons"](#) inviting the community to correct the AI transcriptions of the *Soul of Reason* digitized recordings.

Special Collections received an NFPF grant to preserve the original film elements for Shu Lea Chang's 1994 feature-length film *Fresh Kill*. The [Shu Lea Chang papers](#) are held by the Special Collections.

Processing of archival collections, based on collectively-discussed prioritization guidelines, continued albeit at a slower pace for physical materials; incoming delivery of collections was also curtailed. Print acquisitions also continued at the usual pace, with new systems for remote cataloging created by KARMS staff for curators.

Digitization of significant materials from the print collections was commenced via new workflows to streamline collections control and handling. New mounts for safe imaging of bound materials were created, and enhanced training for staff were created to enable safer handling of these complex items during imaging.

## Local, National, International Partnerships

- *Program for cooperative cataloging (PCC )* Over the past year, NYU has participated in the following PCC pilot projects: PCC Wikidata, PCC BABEL, and PCC SACO-Lite/Wikidata pilot.
- *LD4 affinity groups*: Two proposals submitted to the LD4 conference were both accepted: BIBFRAME Study Group and PCC Wikidata Pilot.
- *Digital Public Library of America (DPLA)* We analyzed Controlled Digital Lending infrastructure with DPLA for implementation at NYU Shanghai.