

Nevada Statewide Digitization Initiative

Stakeholders Meeting

Day 2 Report

December 12, 2008

Edited by
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Following the first day's efforts at developing recommended actions, the participants in the Nevada Statewide Digitization Initiative Stakeholder Meeting reconvened to prioritize the actions. The following activities were the top five activities that the group felt would move forward the challenge of providing access to digital collections to the residents of Nevada.

The top five priorities identified by the participants were:

1. Access: Determine how to provide access to various collections that are distributed throughout the state?
2. Develop Leadership/Governance
3. Identify models for Nevada collaborative, including funding model
4. Develop standards for indexing and technical services that will support statewide digitization initiative.
5. Determine benefits to digitization & how larger institutions could assist smaller institutions, creating the statewide digital initiative.

Related issues were assigned to each priority, along with next steps. Meeting participants, committed to working on these top priorities and identified additional organizations whose involvement would be important for program success.

Reports of the Nevada Statewide Digitization Initiative Stakeholder Meeting can be found at <http://dignevada.bcr.org/>.

Priority 1

Topic: Access: Determine how to provide access to various collections that are distributed throughout the state?

Related issues: #5—Selection Criteria; #6—Standards; #9—Inventory; #12—Digital Preservation; #13—Copyright

Convener: Sabrina Mercadante

Participants: Lauren Stokes, Michelle Mazzanti, SHRAB representative, Dana Hines, Tom Fay, Peter Michel

Next Steps:

- Put Google Search instructions on Wiki
 - Broader distribution of Wiki (Association)
 - Identify all URLs for collections
- Research Advanced Search functionality
- Work with standards committee
 - Develop Selection criteria

Priority 2

Topic: Develop Leadership/Governance

Related issues: #1—Volunteers; #6—Standards, #13—Copyright; #11—Collaborative Models/Funding; #10—Benefits of Digitization; #4—Types of Assistance

Convener: Daphne DeLeon

Participants: Leadership Committee; Karen Wikander, Sara Frantz, Tom Fay, Mark Hall-Patton, SCLL—Linda Deacy

- CONTENTdm Licenses—UNR, UNLV, DCA-NSLA, CLAN, Sierra NV College, Henderson PLD
- UNR willing to create pilot project (100+/- items for other institutions) using their CDM installation.
- Clearinghouse of collection information and project information; human resources, including knowledge/training and digital infrastructure.
- Use wiki for point of communication—DO IT.

Next steps:

- Expand Leadership Committee with people who volunteered.
- Establish/develop diverse communication mechanisms
 - Project Wiki—open it up to others.
 - Send progress reports to institutional leaders
- Develop governance documents—create a working group
- Develop statement of intent (mission statement)

Priority 3:

Topic: Identify models for Nevada collaborative, including funding model

Related topics: #1—volunteers; #8—Collaboration with local governmental entities

Convener: Jeanne Price

Participants: Donnie Curtis, Cory Lampert, Althea Humphreys, Karen Wikander, SCLL representatives, SHRAB representative, Jeff Kintop, Digital Advisory Committee.

Next Steps:

- Develop a clearinghouse that includes:
 - Links to Digital Collections
 - Links to existing standards & best practices
 - Expertise
 - Funding sources
 - Training
- Marketing & Promotion
- Accomplishments & success stories (digital month)
- Want ads & classifieds
- Conference call on a regular basis.

Priority 4:

Topic: Develop standards for indexing and technical services that will support statewide digitization initiative.

Related topics: #12—Digital Preservation, #2—Access, #5—Selection Criteria, #13--Copyright, #9--Inventory

Convener: Phyllis Sargent

Participants: Karen Wikander, Michelle Mazzanti, Sabrina Mercadante, Donna Smith, Sara Frantz.

Next Steps:

- Search for standards, including data dictionaries that are currently used by Nevada institutions.
- Communication with others
- Establish minimum fields for records
- Identify shared controlled vocabularies
- Post results to clearing house
- Identify forms used for copyright
- Identify training opportunities
- Develop job description/s
- Develop guidelines/procedure manual

Priority 5

Topic: Determine benefits to digitization & how larger institutions could assist smaller institutions, creating the statewide digital initiative.

Related topics: #10—Benefits of Digitization, #1--Volunteers, #7—Keep people coming in the door

Convener: Jason Vaughn

Participants: Jonnica McClure, Michael Maher, Ed Feldman, Jason Vaughan, Anthea Humphreys

Next Steps:

- Review existing survey data.
- Examine published research on benefits of collaboration/providing assistance to smaller institution.
- Follow-up survey on types of desired assistance.

- Establish mentor/mentee program
- Identify areas of expertise
- Understand what equipment is available that can be shared—who has it.
- Sponsor open houses/field trips.