ETD Preservation Workshop Agenda

AT&T Executive Conference Center: Classroom 202

June 16, 2010: 8:30 AM – 12:00 PM

Jointly hosted by the NDLTD and the MetaArchive Cooperative, this workshop provides information for institutions looking for a preservation strategy for their ETD collections. The workshop provides information about best practices that can benefit the preservation readiness of both start-up programs and ongoing initiatives as they establish and/or build upon their ETD policies, procedures, and standards for directory structures, metadata, and file naming conventions. It will also cover basic principles of distributed digital preservation for ETD collections.

The NDLTD and the MetaArchive Cooperative founded the collaborative preservation archive for ETD collections in 2007. The instructors, who include founding members of the NDLTD and the MetaArchive, have many years of experience with both ETDs and digital preservation.

08:30-09:00
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 2008 "Digital Preservation of ETDs" survey.

09:00 – 09:45 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)?

09:45 – 10:15 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.

10:15 – 10:30 Break

10:30 – 11:00 Collections Management for Preservation (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.

11:00 – 11:30 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.

11:30 – 11:45 New Member Perspective (Bill Donovan
Hear about Boston College's decision to join the NDLTD/MetaArchive Dark Archive and its early experiences with the preservation network.

11:45 – 12:00) Preservation Planning Process (Bill Donovan)
GDDP and the Preservation Committee's proposed DP policy skeleton (as it pertains to ETDs) with whatever flesh we manage to put on it between now and June.