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Feeling Around in the Dark: Defining the Library's Role in a Campus-Wide Digitization Project

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Feeling Around in the Dark

Establishing the Role of the Library in a Campus Wide Digitization Project



Lamar Soutter Library
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Project Background

- Faculty members go to IS for help managing images used for teaching
- IS doesn't have the resources or time
- The Library has knowledge and staff expertise

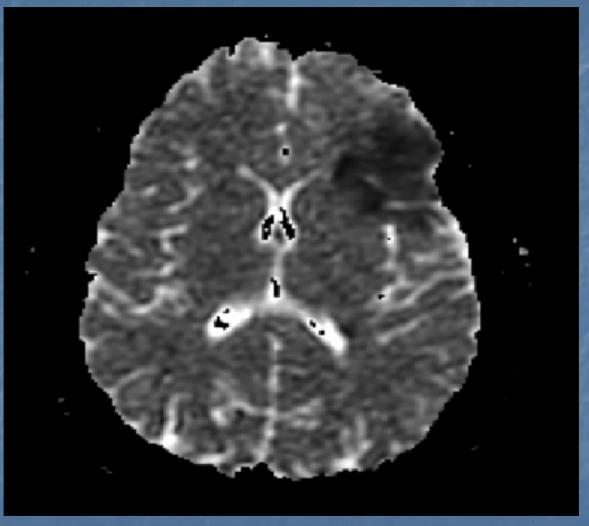
TIP #1: Seek out opportunities to showcase your skills

Faculty Readiness

- Curious want to get involved
- Leaders have private collections to share



Right Sided Weakness



Source: University of Massachusetts Medical School Department of Neurology Maria Dayaw

Faculty Readiness

Status quo



TIP #2: Start with faculty who are the most receptive to change

Waiting & Planning

- Step 1: Forming goals
 - Fuzzy or implied
 - Build a database of faculty created images for use by faculty in teaching
- Step 2: Obtain funding
 - Shared costs
 - IS: software & installation
 - Library: training
 - What's missing? hardware and maintenance
 - TIP #3: You may be required to Act before you Think

Ready – Set – Go

- The Library is formally charged with forming and leading a campus wide team to implement a digital image database.
 - Library staff
 - Information Services
 - Academic Computing
 - Instructional Technology
 - School and clinical faculty



TIP #4: Include representation from a broad range of departments

Project Goals vs. Departmental Goals

Library:

- Add value by offering expertise in organization, indexing and cataloging
- Develop new relationships with school and clinical departments to improve patient care
- Promote the Library and its staff

TIP #5: Know all the goals of all team members

Benefits of the Team

- Regular schedule of meetings
- Set milestones and deadlines
- Form comprehensive cross departmental policies
- Establish workflows and responsibilities



TIP #6: Working together leads to buy-in

Role of the Library

- Promote and advertise the project
- Train faculty
- Quality control
- MeSH headings
- Add new fields to the database if needed



■ TIP #7: Know your limit — Stay within it

Biggest Hurdles

- Staying focused and not getting overwhelmed
- Communicating
 - Library culture vs. Information Services culture
 - Defining roles from a customer service point of view
- Faculty: time & trust



TIP #8: Work within your institution's culture to find creative solutions

Progress

- Eight faculty members trained
- Over 100 images
- New server on the way
- Key decisions behind us
- Follow-up with trained faculty

TIP #9: Acknowledge your accomplishments

Final Tip

Jump in head first



Questions?

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