



## BEST PRACTICES EXCHANGE 2016 PROGRAM SCHEDULE

### Location Key

CSA – California State Archives

CSL – California State Library

SOS – Secretary of State

### Tuesday, November 1

10:00      **Registration Opens**      Hyatt Hotel  
Big Sur Room

12:00-2:00      **Lunch, Welcome and Keynote Speaker**      Hyatt Hotel  
Big Sur Room  
**Nancy Lenoil**, State Archivist, California State Archives  
**Greg Lucas**, State Librarian, California State Library  
**Doug Robinson**, Executive Director, NASCIO

2:30-3:30      **Web Archiving in Academia: Collection Strategies Beyond the Institutional Domain**      CSL Room 500  
**Kevin C. Miller**, University Archivist, University of California, Davis

With the Internet Archive turning 20 this year, and its subscription service Archive-it turning 10, this is an excellent time for reflection on the current state of best practices for web archiving. This presentation will examine and analyze web archiving strategies and collection development approaches by a sampling of academic and cultural heritage institutions, highlighting trends and noting opportunities for collaboration. Using the UC Davis Library's web archiving program as a case study, this presentation will further probe the potential for web archiving to highlight and preserve the teaching, research, and service activities of university faculty and staff.

**Transforming Online Mail with Embedded Semantics (TOMES)**      CSA Library

**Kelly Eubank**, Head, Digital Service Section, North Carolina Department of Natural and Cultural Resources

To determine how archival email can persist beyond a person's time in office or service to the state, the Transforming Online Mail with Embedded Semantics (TOMES) grant is focused on developing processes for transferring email accounts out of hosted email solution platforms, e.g. Microsoft 365 and Gmail, and converting them into a sustainable open source language. The project will also build on the work of [e-PADD](#) to develop an

appraisal tool using natural language processing and a state government specific dictionary to aid archivists to quickly process and provide access. This session will include the work to date—outreach, technical possibilities, and tool development and will provide information that may be of use to other archives also dealing with email from hosted third party providers.

3:30-3:50      **Break & Refreshments**      State Archives/California Museum Lobby

4:00-5:15      **Uniting Collections Digitally to Document the Legacy of Japanese American Internment**      CSA Library

**Julie Thomas**, Special Collections & Manuscripts Librarian, California State University, Sacramento

**Megan Danielle Weese**, Project Digitizer, Graduate Student, Sacramento State University

**Jillian Ewalt, Project Metadata Archivist, Sacramento State University**

A consortium of thirteen California State University archives have partnered to digitize documents and oral histories that shed light on the removal of 110,000 law-abiding U.S. residents of Japanese descent during World War II. The project brings together CSU Japanese American archival collection materials related to confinement sites that are in need of digitization and descriptive cataloging to enhance online discover-ability, and unite those collections digitally through a CSU-sponsored Web site. The participating institutions have adapted best practices for digitization and cataloging to meet the needs and provide consistency for the digitization of the 15,000+ documents, photographs, oral histories and other items.

**Birds of a Feather: Archive-IT Meet-up**      CSA Meeting Room

This session will allow Archive-IT Partners and others interested in web archiving with an opportunity to get together to discuss best practices and share experiences with their web archiving program.

**Creating Value with Digital Preservation: The Living and Dynamic Digital Archive'**      CSL Room 500

**Mike Thuman**, Associate Vice-President, Preservica

**Tim Hodge**, Preservica Solutions Consultant

Building on last year's highly rated practical workshop this session will explore examples of how Archivists and Records Managers are using digital preservation and access to meet mandate, raise the profile of the archive and create value for their organization. The session will focus on the importance of adopting a flexible and dynamic approach to managing and sharing digital content and will be illustrated with practical examples of automated ingest, active preservation, collection re-arrangement and customized public access.

5:30-7:30      **RECEPTION**      The California Museum



***Computational Photography: Utilizing Technology to Preserve Collections in Meaningful New Ways***

CSL Room 500

**Vincent Beiderbecke**, Digital Composition Specialist II, California State Library

**Matthew Bartok**, Digital Preservation Contractor, California State Library  
Foundation

Computational Photography is a rapidly developing technological field created by the convergence of computer graphics, computer vision and digital photography. It enables cultural heritage institutions to preserve and disseminate their invaluable collections in ways which were not previously possible. This talk will give a brief overview of the technologies, the best practices involved, as well as practical advice on how to get started. Technologies to be discussed include stereography, reflectance transformation imaging, photogrammetry, and super-high-resolution digital imaging.

1:45-1:15

***Lunch on your own***

1:15-2:30

***Simple techniques for customizing a Digital Repository Public Interface using CSS***

CSA Library

**Brian Thomas**, Electronic Records Specialist, Texas State Library and Archives  
Commission

Archives are about providing access to records, even more so with electronic records as we can serve researchers wherever they have access to the internet. As repository platforms standardize it is important to be able to design public interfaces so users know where they are, without interfering with baseline functionality. TSLAC used Cascading Style Sheets to customize the public interface of its Preservica-based repository. This will be a hands-on “workshop” session walking attendees through the tools and processes we used, with the hope that other institutions will be able to do the same. Please bring your laptop.

***After Ingest; Appraisal, Processing and Access the Next Steps of the ERTF***

CSA Meeting Room

**Carol Kussmann**, Digital Preservation Analyst, University of Minnesota Libraries

Focusing on the appraisal, processing and access of electronic records, this session will recap the work done during the second year of the University of Minnesota Libraries’ Electronic Records Task Force. Hear about our successes and struggles as we appraised ingested materials, categorized accessions into a processing level, and tried to follow our own instructions on the actions to perform at each level (it’s hard to stick to minimum actions). Existing access methods will be discussed along with how we are creating an access wish list.

***Growing our Seeds: Improving the Efficacy of Capture for the CA.gov Web Archive***

CSL Room 500

**Kris Kasianovitz**, Stanford University Library

**Shari Laster**, University of California, Santa Barbara

The CA.gov web archiving collaborative (California Digital Library, University of California, Stanford University, the State Library, and State Archives) applied for and

received LSTA grant funding in order to build and grow a web archive of our state's government web-space. This presentation will elaborate on the approaches we are employing to ensure that our captures are both complete and discrete, with the goal of establishing cohesive seed URL development methods as well as a sustainable funding model for future captures. We will discuss our application of a new set of QA Guidelines, developed by Stanford's Web Archiving Manager, that are meant to improve the efficacy of capture. Specifically, we will cover key quality markers and useful strategies that can be employed at the various stages of seed selection and capture. This effort will help to inform and enhance the Stanford QA guidelines and CDL's IMLS-funded Cobweb project, developing a new online platform for web archive collaborative collection development.

2:30-3:00      **Break & Refreshments**      State Archives/California Museum Lobby

3:00-4:00      **Birds of a Feather: State Archives Preservica Users Group**      CSA Meeting Room

This session will allow State Archives Preservica partners and others interested in use of the Open Archival Information System (OAIS) model an opportunity to get together to discuss best practices and share their experiences.

**Kentucky Department of Library and Archives Digital Repository Update**  
CSA Library

**Beth Shields**, Branch Manager, Electronic Records Management Branch, Kentucky Department for Libraries and Archives

In this session Beth Shields will discuss the Kentucky Department for Library and Archives (KDLA) efforts to increase the number of records ingested in their collection, reformatting digital video and audio files, training state agencies, standardizing KDLA's digital repository, and improving upon existing workflows. This project is part of a grant received from the National Historical Publications and Records Commission (NHPRC) in the State Government Electronic Records grant category which supports electronic records management and digital preservation in state and territorial archives. Now over a year into the grant, Shields will share progress updates, accomplishments, and lessons learned.

**Locating and Assessing Borne-Digital State Publications With the help of Web Statistics**      CSL Room 500

**Alix Quan**, Assistant Director and Head of Reference, State Library of Massachusetts  
Like many state libraries, the State Library of Massachusetts has been challenged to understand the scope of state documents published solely online. With the help of a National Digital Stewardship resident, the staff spent the past year taking a new approach. Instead of plowing aimlessly through websites, we found that we could access Mass.gov website statistics and filter them to identify reports, meeting minutes and more. This project has provided staff with a better understanding of the scope and usage by the public and has allowed us to develop a plan to provide better access of these materials to the public.

4:00-5:00      ***Tours of State Archives and State Library***  
California State Archives – meet in State Archives/California Museum Lobby, 1020 O Street  
California State Library – meet in Library/Courts Building Lobby, 914 Capitol Mall

### **Thursday, November 3**

7:00-8:00      **Continental Breakfast**      Hyatt Hotel  
Big Sur Room

8:30-9:30      ***The End of Term Web Archive***      CSA Meeting Room  
**Jillian Lohndorf**, Web Archivist, Archive-It, Internet Archive  
The End of Term Web Archive is a collaboration to preserve the US federal government web presence at each change of presidential administration. The project undertakes a comprehensive harvest of the .gov and .mil web domains, as well as other government websites and social media using both seed lists and those nominated by the public and subject experts. This presentation will outline the project’s past work (in 2008 and 2012), collaboration and nomination models, access methods, technologies, and will highlight the importance of a multi-institutional effort to archive the significant, ephemeral, federal content that has no mandated institutional steward.

#### ***From Good Practices to Sharing Collections to Better Discovery***

CSA Library

**Nancy Lenoil**, State Archivist, California State Archives

**Adrian Turner**, OAC/Calisphere Data Services Manager, California Digital Library

This session will highlight how the California State Archives digitized and has made available a collection of 19<sup>th</sup> century Trademarks, the “orange crate art” of businesses, enabling the California Digital Library (CDL) to “harvest” the collection for the Calisphere statewide aggregation. A second presentation will highlight "good practices" for broadening the discoverability of collections, leveraging the Online Archive of California (OAC) and Calisphere statewide aggregations. Core services of the UC Libraries and powered by the California Digital Library (CDL), these resources together provide broad public access to over half a million finding aids and unique digital items, contributed by archives, libraries, and museums throughout California. We will discuss strategies for creating and sharing standards-based finding aids and digital collection metadata with regional and national-level aggregations, so they ultimately can be exposed to a vast array of users beyond local contexts.

9:45-10:30      ***Closing Session***      SOS Auditorium  
**BPE Program Committee**

The closing session will be an audience participation recap of BPE. What are the ‘take-aways’? What have you learned that is new? What might you do differently? Is there a new product or methodology that you will test? What did you like about this particular BPE – a certain topic or speaker? What would you like at next year’s BPE? Is there anything that should be elaborated upon, new topics, etc.? Who would you like to see as speakers?