TO: Karen Schmidt
FROM: Betsy Kruger
Chair, Large Scale Digitization Working Group
RE: FY08 Budget

The LSDGW discussed FY08 budget needs to support ongoing digitization efforts, per your email request of January 15, specifically your question “If you could get whatever you needed to make our mass digitization efforts work well, what would we need?”

The $900,000 windfall that we received for large scale digitization efforts in FY07 finally enabled our Library to take major steps forward in this area. We’ve are creating significant amounts of digital content, highlighting Illinois related materials; we’ve made notable progress in defining metadata standards and workflows; and we are about to rollout the Illinois Harvest portal, which will provide organized and thematic access to our local content as well as Illinois related content harvested from other websites. Without substantial and ongoing infusion of resources beyond this initial year, the Library’s momentum in this area will be immediately stymied. The financial commitment needs to be as significant as we can make it. As you know, the creation of large amounts of digital content must go hand-in-hand with services to organize and provide access to it, and of course, to preserve it.

FY08 Large Scale Digitization Needs

1. **Renewal of agreement with Open Content Alliance/Internet Archive = $200,000**

   This amount will enable us to keep both Scribe scanners operating at Oak Street until early 2009. Given other mass digitization projects underway elsewhere (e.g., Google’s), we want to focus our OCA content on unique material and material for which OCA’s principles of open access are particularly urgent. An example of the latter would be biodiversity materials. We should also focus on collections of copyrighted material for which we might be readily able to obtain permission to digitize and make universally accessible, such as post-1922 out of print ALA publications.

2. **Selected non-print projects and renewal of our RFP for digitization of print materials = $190,000**

   Our RFP for print digitization has been issued with three renewal options. The RFP covers printed materials that are not appropriate for mass digitization equipment (e.g., OCA’s Scribe scanners.) Potential Illinois related candidates for inclusion are UIUC’s Theoretical and Applied Mechanics Reports, UIUC Faculty Bulletin, and University Register and Course Catalogs. We’ve also received proposals for digitization of music, sound, photograph, and map collections.
3. **Digitization of UIUC Historic Dissertations with Proquest = $60,000**

Given our successful recent negotiations with Proquest regarding our historic dissertations, we are also recommending funding for the first year of a multi-year project to begin digitizing this material. Selection would focus on subject areas wherein ILL receives numerous requests for UIUC dissertations.

4. **Renewal of Olive Contract = $175,000**

The Olive contract has several renewal periods written into it, and we would like to renew it for another year. Illinois related candidates for digitization with this vendor include the rest of the Champaign County newspapers for which we have negative microfilm, including more of the Urbana Courier; the Illinois Agriculturist; and two to three more decades of the Illio yearbook.

5. **Salaries = $92,185 - $138,019**

Reappointment of the IH portal position and at least one (although truly both are needed) of the metadata cataloger positions. We have learned a lot about digital libraries over the past 8 months. These three positions have provided tremendous help and guidance as we learn all we can about digital objects, creating best practices, and then establishing effective workflows for our digitization efforts. To do this critical day-to-day work (including programming, processing of materials, metadata creation, OAI Harvesting, and web-page and portal design), it would have been difficult to pull this time and effort from our current duties in CAM, DSD, Grainger, Main Stacks, etc. These positions are going to become critical in providing the knowledge and expertise to continue doing this work on a larger scale (because, as each year goes by, more and more of this work will become the norm, rather than the exception). They have already become the contact point with many other departments and units in the Library, including Systems and IT, departmental libraries, Rare Books and Special Collections, Archives, and others. Making these positions permanent appointments would be an important step forward for this Library to build the digital library infrastructure we need.

6. **Wages = $70,000**

Wages for project assistant, material preparation for RFP materials, and OCA retrieval.

7. **Storage = $10,000 (1 terabyte added onto SAN)**

We estimate that at least 1 terabyte of storage needs to be added to the SAN each year to manage access copies of newly created digital content.

8. **Supplies (e.g., Gold DVD-Rs) = $4,000**

Gold DVD-Rs will be used for OCA archival file storage until the CITES data storage facility is ready.

**TOTAL = $801,185 - $847,019**