

Partnership and Advocacy for Digitization Projects

Questions to address before finalizing agreements with for-profit or other non-profit organizations

- **Limited access – will materials only be accessible from behind a paywall or by subscription?**
- **Is there an embargo on use by the library and other HBCU libraries?**
- Does the library maintain IP rights?
- Does the organization collaborate to create metadata in accordance with standards?
- Will the library receive image files post digitization?
- Will the library receive metadata files post digitization?
- Where are materials being digitized? Are they properly handled by trained archives, digitization or library technicians?
- Are proposed financial gains mutually beneficial for the HBCU? Is the for-profit entity the sole or primary beneficiary?
- Are agreements equitable between the HBCU and other academic or public libraries, or are they case-by-case negotiable? Is this fair?

Benefits of the HBCU Digital Library Trust agreement in comparison

Greater Efficiency

- Digitization expenses (including approved shipping and supplies) are covered by HBCU Digital Library Trust
- Digitization services provided by Digitization Hub at fellow HBCU (non-profit institution)
- Effective solution for limited staff time to devote to digitization projects
- Reduces need for expensive digitization equipment and maintenance on-site
- Effective solution for digital content management
- Effective solution for long-term digital preservation
- Provides support for basic archival consultation (traveling archivist)

HBCU Collaboration

- Support scholarship, teaching, learning and knowledge production within and outside of your institution
- Increase efficiency of projects through utilization of Trust-supported HBCU Digitization Hub services
- Expand searching capabilities across network of HBCUs

Partnership and Advocacy for Digitization Projects *continued*:

Increase Digital Capacity

- Advance goals to make select archival materials publicly accessible
- Benefit from Trust-supported maintenance and sustainability of digital content management platform
- Utilize digital preservation resources supporting longevity
- Global access to your collections; no paywalls or login required
- HBCUs receive copies of digital files and metadata after digitization

Retained Ownership and Rights

- Maintain ownership and applicable copyright of institution's archival resources
- Prioritize selection of materials for digitization
- Direct researchers to institution's rights statements and contact for permissions

Questions about these advocacy points may be directed to either:

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July 2024