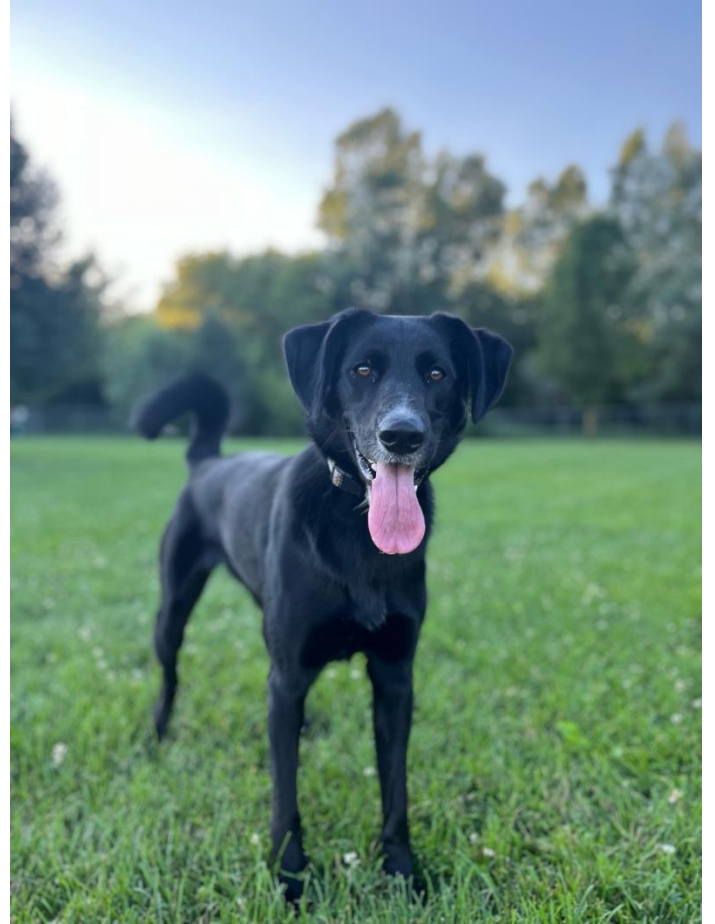

Not Just a Technical Problem: Building a Collaborative Digital Preservation Network in Michigan

ODNFest 10.3.2024

Hello!

Lifelong Michigander
Honorary Chicagoan
Midwestern Culture Lover
Public Historian
Urban Historian
Dog Mom

Michigan Digital Preservation Network
Coordinator



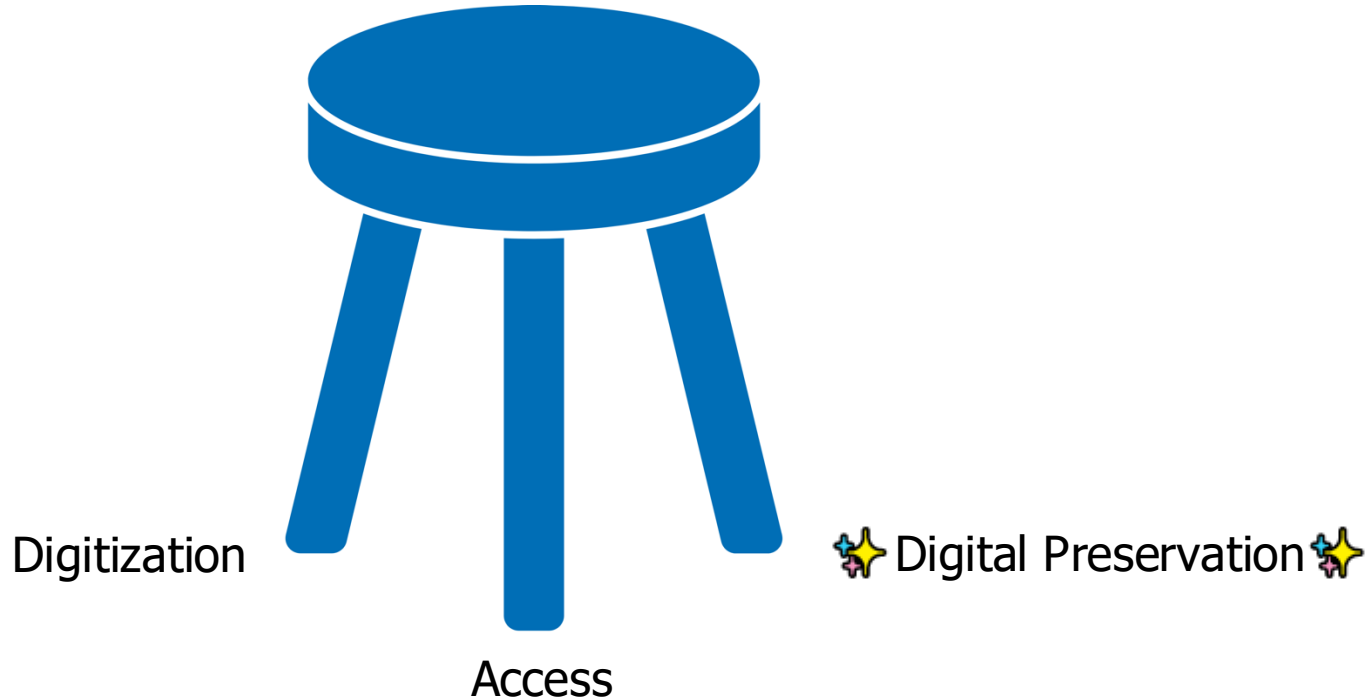
Part 1: Understanding Digital
Preservation

Part 2: Creating the MDPN

Part 3: What you can do today

Part 1: Understanding Digital Preservation

Digital Stewardship Model: The Three-Legged Stool



What is Digital Preservation?

“Digital preservation is the **series of managed activities**¹ necessary to ensure **continued access**² to **digital materials**³ for as **long as necessary**⁴.”

The Digital Preservation Handbook, Digital Preservation Coalition

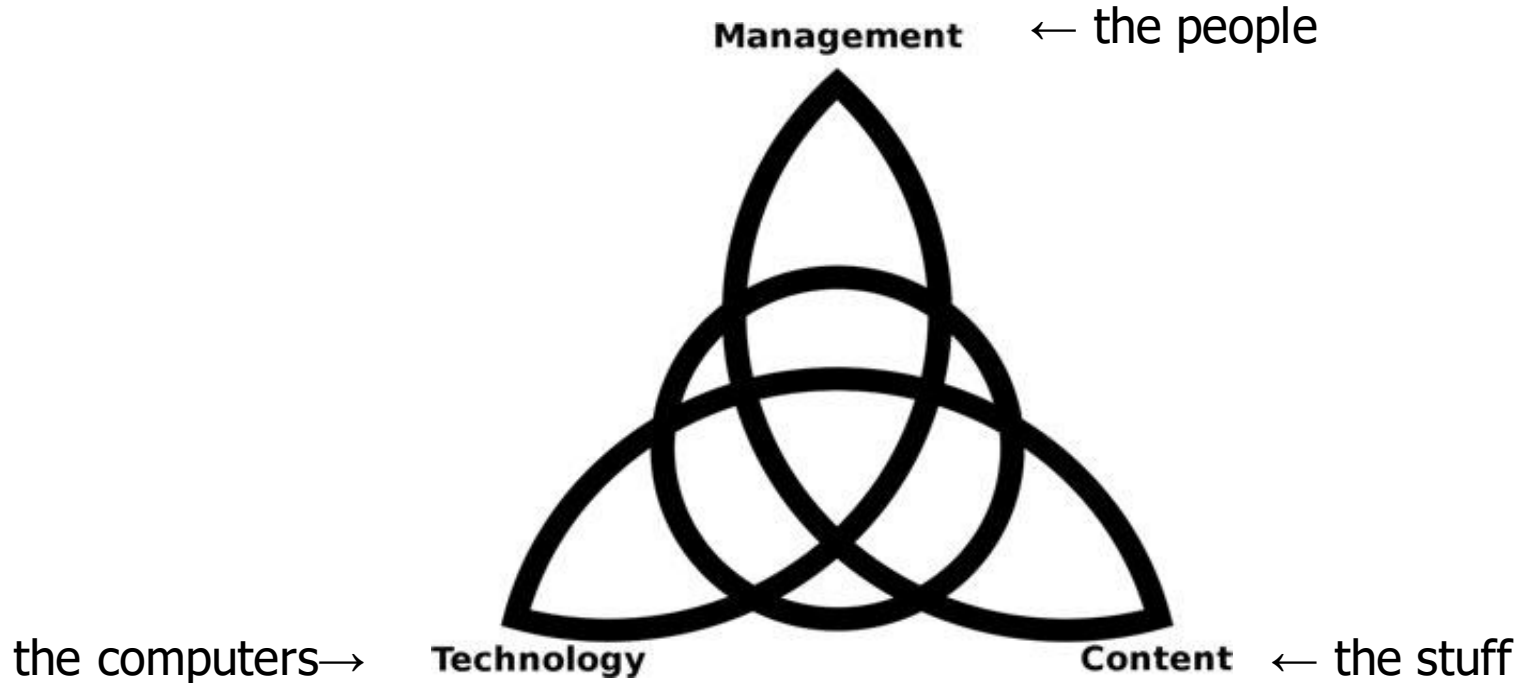
¹ **“Series of Managed Activities”** - This tells us that digital preservation is an ongoing process and not a one-off, set-it-and-forget-it task. Digital preservation requires a variety of actions to be done to our preserved content to verify its authenticity and integrity over time, and that we need to be proactive and systematic about how we approach those actions.

² **“Continued Access”** - The ultimate aim of digital preservation is less about simply providing a backup of our digital content and more about maintaining long-term access to digital materials, in spite of technological or organizational change.

³ **“Digital Materials”** – Just a reminder here that “digital materials” can be either “born-digital” content like digital photos or emails or digitized content that is a digital copy of a physical item.

⁴ **“As Long as Necessary”** – This means that we don’t always need to preserve everything forever! The length of time will depend - it may be a few years in line with regulatory requirements or it may mean in perpetuity (like for cultural memory materials).

The Tripartite Model



Why is digital preservation important?

- Risk protection
 - Natural disasters
 - Hardware failure
 - Obsolescence
 - Ransomware
- Good collections stewardship
- Legal obligations
- Political/social costs



0 bits flipped



1 bit flipped



2 bits flipped



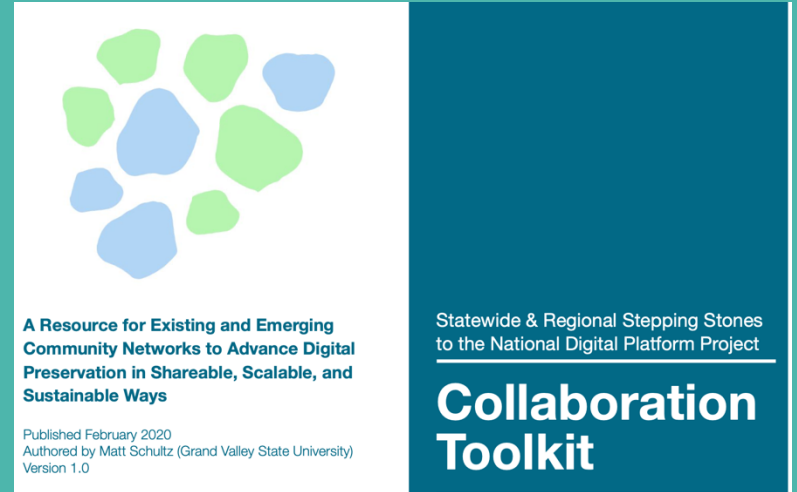
3 bits flipped

Challenges



Part 2: Creating the MDPN

Gather Data



Lay the Groundwork



MoU

Coordinator

Advisory
Committee

Define a Shared Vision

CHELSEA DENAULT OCT 21, 2020 03:54PM UTC

Review Mission, Vision, and Value statements

CHELSEA DENAULT OCT 30, 2020 03:50PM UTC

Meeting goals and structure

Robust & Representative Member Community

CHELSEA DENAULT OCT 15, 2020 04:54PM UTC

What will the user experience be? How will member institutions benefit?

Organizationally agnostic (community too) - not dominated by any one organization or type of organization – HEIDI BUTLER

Not sure what part of the experience. To join or after a member and contributing. SWhite – ANONYMOUS

Marcus Robyns +1 for Heidi's statement – ANONYMOUS

Easy and simple for potential member and members. SWhite – ANONYMOUS

CHELSEA DENAULT OCT 15, 2020 03:35PM UTC

What activities might take place?

Robust network of organizations, exposure to a wide variety of skill sets and experience – HEIDI BUTLER

Creating opportunities for prospective members to help shape the network. Broad range of input – HEIDI BUTLER

FUN – HEIDI BUTLER

Marcus Robyns - training for member institutions (e.g., ingestion procedures) – ANONYMOUS

Marcus Robyns - fundraising – ANONYMOUS

Yes to Training! Meetings online and hopefully in person at some point too, or a Forum! SWhite – ANONYMOUS

Lindsay - Annual membership Meeting – ANONYMOUS

Marcus - online meetings – ANONYMOUS

Members are synced up so they all understand where the project is and their own work fits with their own goals and the statewide goal. SWhite – ANONYMOUS

Matt - modular online/webinar trainings – ANONYMOUS

Lindsay - Resource portal of documentation, tools, etc. – ANONYMOUS

Yes to portal and tools for everyone! SWhite – ANONYMOUS

The MDPN Vision

- To be the accessible and reliable **“gold standard”** for the state’s digital preservation needs
- To cultivate a **vibrant and knowledgeable community of diverse stakeholders** engaged in advancing digital preservation in Michigan.
- To **streamline efforts and investment** towards digital preservation into one shared system for the broader good of all

Our Values

Access

Community

Equity

Collaboration

Starting to Build!

- Tiered Membership Structure
 - Committees
 - Member-centered Governance Policy
 - Membership Agreement
 - New Member
- Onboarding

Who We Serve...



Libraries



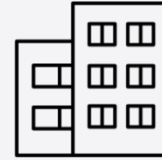
Historical
Societies



Museums



Colleges &
Universities



Research
Centers

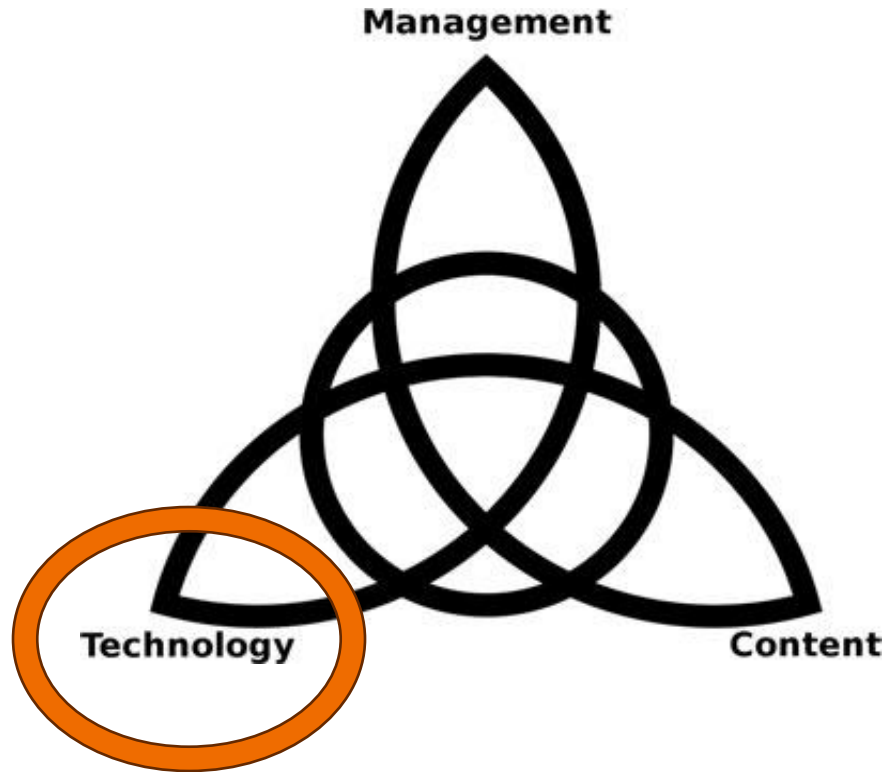


Archives

...and What We Do

- Maintain the state's preservation network
- Offer trainings and workshops
- Provide consulting services around preservation policy writing and organizational assessment
- Collaborate with our other statewide partners

But there *is* a Technical Problem...



Test Drive Technology

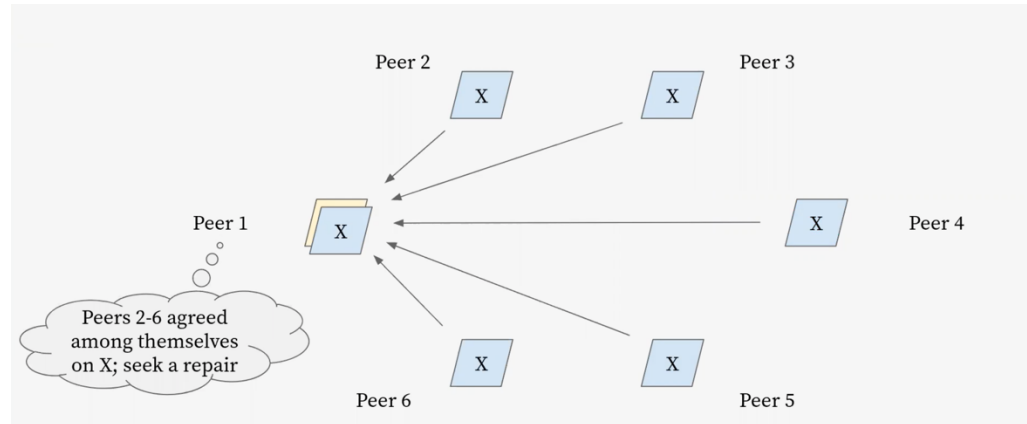
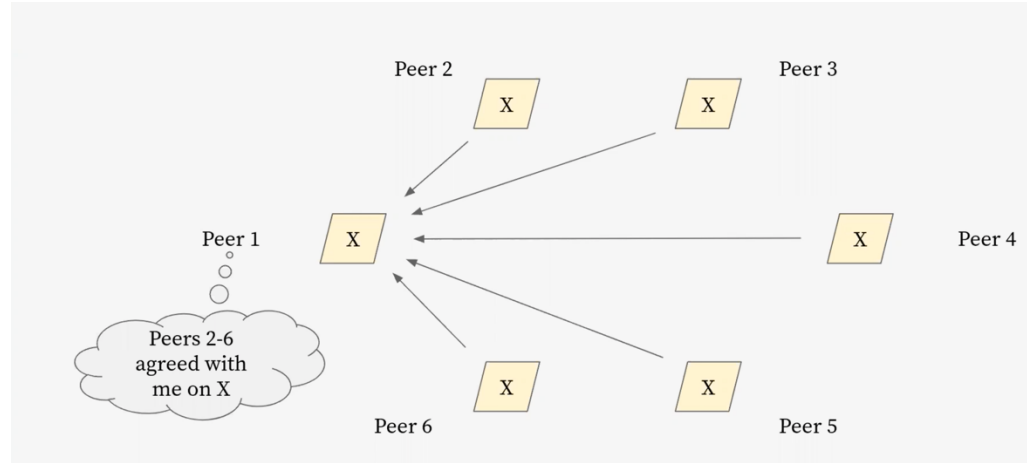
LOCKSS
(Lots Of Copies Keeps
Stuff Safe)

LOCKSS

“Open-source technologies...for high-confidence, resilient, secure digital preservation”

Geographically-distributed, locally controlled servers

Demands collaboration



Test Drive Technology

LOCKSS
(Lots Of Copies Keeps
Stuff Safe)

+

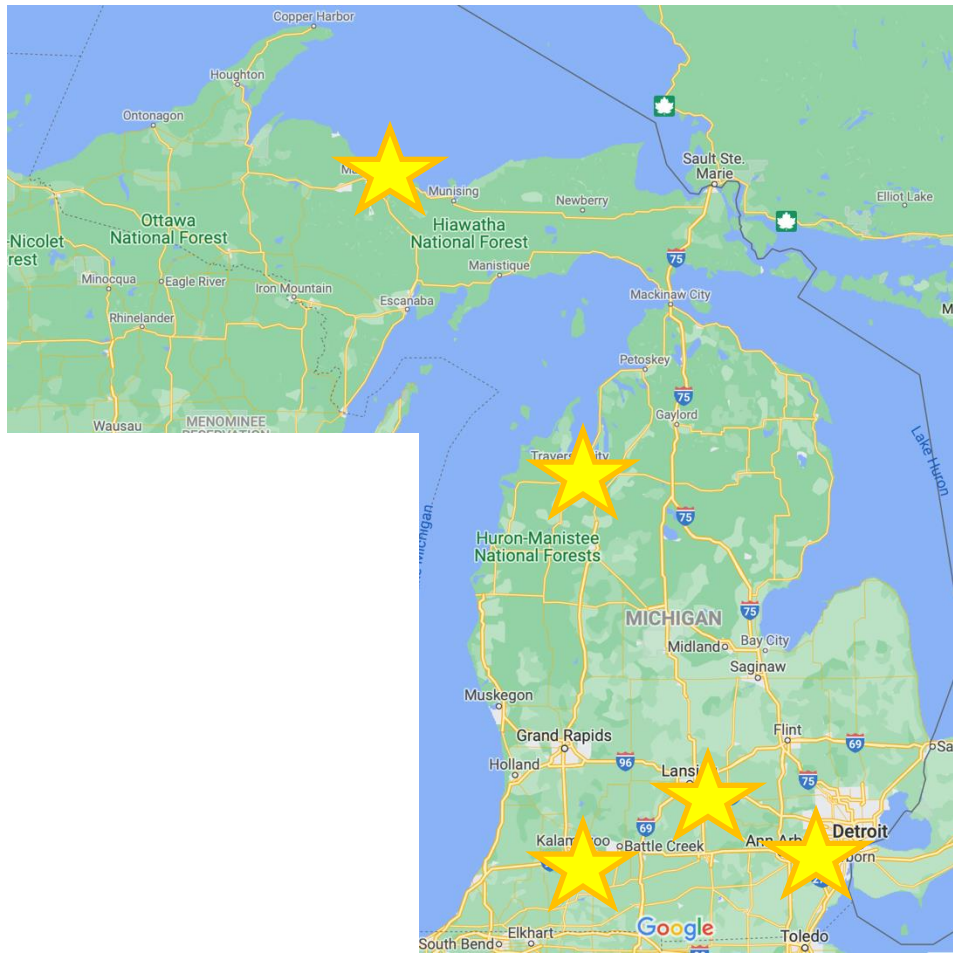
DART
(Digital Archivists
Resource Tool)

***“Demonstrating and Documenting
a Statewide LOCKSS 2.0
Preservation Network for Cultural
Memory Institutions”***



Grant Goals

1. Establish a state LOCKSS network
2. Simplify preservation workflows for non-technical users
3. Documentation, education, and outreach
4. Subsidized storage for underrepresented/at-risk digital collections
5. Develop a Toolkit
6. Explore a *Midwestern* Digital Preservation Network



Key Takeaways

Start with people

Turn outward

Sharing authority is hard

Work from shared values

Small organizations matter



Part 3: What you can do today

Starting Your Journey!

- Assemble a team
- Document what you're already doing
- Assess your organization's readiness

Pick your Teammates!

Potential key stakeholders:

- IT staff
- Collections/Curatorial staff
- Donor Relations staff
- Administration



Document what you're Doing

Digital Preservation Coalition RAM (Rapid Assessment Model)

Pros:

- more inclusive of the human elements of preservation (not just technical)
- great if you love working with spreadsheets
- allows you to visualize results in different ways (charts, etc.)

Cons:

- many categories can seem a little overwhelming for a beginner





DPC RAM
2 sections
11 categories
5 levels

AutoSave ● on

DPC RAM Worksheet with visualisations v2

Home Insert Draw Page Layout Formulas Data Review View Tell me

Calibri (Body) 11

Wrap Text

General

Conditional Formatting Format as Table Cell Styles

Insert Delete Format

Sort & Filter Find & Select

A27 J. Metadata Management: Processes to create and maintain sufficient metadata to support preservation, discovery and use of preserved digital content.

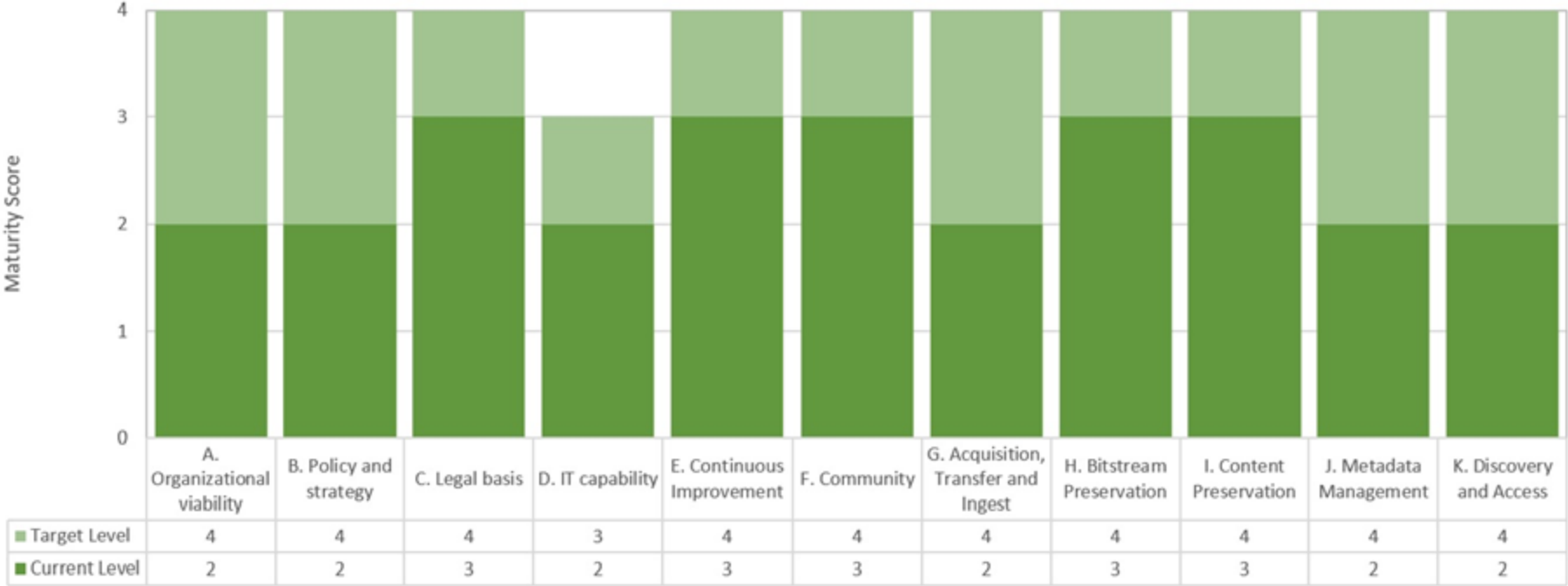
	A	B	C	D	E
1	Digital Preservation Coalition Rapid Assessment Model (DPC RAM)				
2	Assessment Worksheet				
3					
4	Organization:				
5	Number of employees:				
6	Type of organization:	Archive / Business / Higher Education & Research / Library / Museum or Gallery / Other (Delete as appropriate)			
7	Scope of assessment:				
8	Type of content being assessed:	Born digital archives / Digitised document collections / Digitised AV collections / Email / Ebooks / Theses / Research data / Websites / Other (Delete as appropriate)			
9	Number of TB of digital content being assessed:				
10	Time frame used for target levels (e.g. 1/3/5 years)				
11	Assessment completed by:				
12	Assessment complete on:				
13					
14	ORGANIZATIONAL CAPABILITIES				
15		Current Level	Why did you select this level?	Target Level (optional)	What needs to be in place to get there?
16	A. Organizational viability: Governance, organizational structure, staffing and resourcing of digital preservation activities.				
17	B. Policy and strategy: Policies, strategies, and procedures which govern the operation and management of the digital archive.				
18	C. Legal basis: Management of legal rights and responsibilities, compliance with relevant regulation and adherence to ethical codes related to acquiring, preserving and providing access to digital content.				
19	D. IT capability: Information Technology capabilities for supporting digital preservation activities.				
20	E. Continuous Improvement: Processes for the assessment of current digital preservation capabilities, the definition of goals and the monitoring of progress				
21	F. Community: Engagement with and contribution to the wider digital preservation community.				
22					

DPC RAM Assessment Visualise your results Lists - do not edit +

Ready

DPC RAM: 2 additional visualization elements!

Digital Preservation Coalition Rapid Assessment Model (DPC RAM):
LSE Digital Library/ Digitised Collections, 26/09/2019



DPC RAM: 2 additional visualization elements

Digital Preservation Coalition Rapid Assessment Model (DPC RAM):
Lloyds Banking Group, 2021



Assess your Readiness

Digital Preservation Coalition CAT (Competency Audit Toolkit)

Provides guidance and processes to conduct three competency assessments:

1. An audit of an individual's current skill levels against those defined by the Competency Framework.
2. A comparison of an individual's role description with the tasks and responsibilities they actually undertake.
3. An audit of the skills of a group of staff members against the skill levels required to maintain and improve an organization's digital preservation capabilities.



		Required Skill Level for Current RAM Maturity		Required Skill Level for Target RAM Level		Highest Skill Level		Skill Gap for Current RAM	Skill Gap for Target RAM	Count of Staff Scoring Skill	Average Skill Level	Skill Gap for Current RAM	Skill Gap for Target RAM
Governance, Resourcing, and Management	1 Policy Development	1	Beginner	3	Advanced	3	Advanced	No Gap	No Gap	2	2.5	Intermediate	No Gap
	2 Risk Management	2	Intermediate	2	Intermediate	2	Intermediate	No Gap	No Gap	3	1	Beginner	1 Level
	3 Resource Management	2	Intermediate	3	Advanced	2	Intermediate	No Gap	1 Level	2	1	Beginner	1 Level
	4 Staff Management	2	Intermediate	2	Intermediate	2	Intermediate	No Gap	No Gap	2	1.5	Beginner	1 Level
	5 Strategy and Planning	1	Beginner	3	Advanced	3	Advanced	No Gap	No Gap	4	1.5	Beginner	No Gap
	6 Analysis and Decision-Making	2	Intermediate	3	Advanced	3	Advanced	No Gap	No Gap	4	2.25	Intermediate	No Gap
Communications and Advocacy	7 Effective Communication	3	Advanced	3	Advanced	3	Advanced	No Gap	No Gap	4	2.5	Intermediate	1 Level
	8 Collaboration and Teamwork	1	Beginner	2	Intermediate	4	Expert	No Gap	No Gap	4	3	Advanced	No Gap
	9 Stakeholder Analysis and Engagement	2	Intermediate	3	Advanced	1	Beginner	1 Level	2 Levels	2	1	Beginner	1 Level
	10 User Analysis and Engagement	1	Beginner	2	Intermediate	1	Beginner	No Gap	1 Level	4	0.25	Novice	1 Level
	11 Advocacy	2	Intermediate	3	Advanced	3	Advanced	No Gap	No Gap	4	1.75	Beginner	1 Level
	12 Training	2	Intermediate	3	Advanced	2	Intermediate	No Gap	1 Level	2	1.5	Beginner	1 Level
Information Technology	13 Producing Documentation	2	Intermediate	3	Advanced	2	Intermediate	No Gap	1 Level	4	1.25	Beginner	1 Level
	14 General IT Literacy	2	Intermediate	3	Advanced	3	Advanced	No Gap	No Gap	4	2.25	Intermediate	No Gap
	15 Computer Programming	2	Intermediate	3	Advanced	1	Beginner	1 Level	2 Levels	3	0.667	Novice	2 Levels
	16 System Procurement	2	Intermediate	3	Advanced	3	Advanced	No Gap	No Gap	2	1.5	Beginner	1 Level
	17 Storage Infrastructures	2	Intermediate	3	Advanced	2	Intermediate	No Gap	1 Level	4	1	Beginner	1 Level
	18 Information Security	2	Intermediate	3	Advanced	1	Beginner	1 Level	2 Levels	4	0.25	Novice	2 Levels
Legal and Social Responsibilities	19 Workflow Development and Implementation	2	Intermediate	3	Advanced	2	Intermediate	No Gap	1 Level	4	1	Beginner	1 Level
	20 Legal and Regularity Compliance	1	Beginner	2	Intermediate	2	Intermediate	No Gap	No Gap	4	1	Beginner	No Gap
	21 Environmental Impact	1	Beginner	2	Intermediate	1	Beginner	No Gap	1 Level	4	0.25	Novice	1 Level
	22 Inclusion and Diversity	2	Intermediate	2	Intermediate	1	Beginner	1 Level	1 Level	4	0.75	Novice	2 Levels
Digital Preservation Domain Specific	23 Ethics	1	Beginner	2	Intermediate	3	Advanced	No Gap	No Gap	4	1.5	Beginner	No Gap
	24 Metadata Standards and Implementation	2	Intermediate	3	Advanced	2	Intermediate	No Gap	1 Level	4	1.5	Beginner	1 Level
	25 Information Management Principles	1	Beginner	2	Intermediate	3	Advanced	No Gap	No Gap	4	1.75	Beginner	No Gap
	26 Approaches to Preservation	2	Intermediate	3	Advanced	1	Beginner	1 Level	2 Levels	4	0.5	Novice	2 Levels
	27 DP Standards and Models	2	Intermediate	3	Advanced	3	Advanced	No Gap	No Gap	4	1.75	Beginner	1 Level
28 Managing Access	1	Beginner	2	Intermediate	1	Beginner	No Gap	1 Level	3	0.333	Novice	1 Level	

Assess your Readiness

CAT results provide **quantifiable** and **measurable** data to advocate for:

- Requests for increased compensation or a promotion.
- New or increased professional development requests.
- Additional staff to support current or target organizational digital preservation capabilities.
- Funding for preservation vendors or new tools to fill gap skill areas.



“Preservation is the result of ongoing work of people and commitments of resources.”

- Trevor Owens, *The Theory and Craft of Digital Preservation*

Questions?



Thank you!

This project was made possible in part by the



Contact:

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MDPN Coordinator
denaultc@mcls.org

Resources

DART, <https://aptrust.github.io/dart-docs/>

Digital Preservation Coalition Competency Audit Toolkit, <https://www.dpconline.org/digipres/prof-development/dp-competency/dpc-cat>

Digital Preservation Coalition Digital Preservation Handbook, <https://www.dpconline.org/handbook>

Digital Preservation Coalition Rapid Assessment Model, <https://www.dpconline.org/digipres/implement-digipres/dpc-ram>

Moulaison Sandy, H., & Corrado, E. M. (2017). "Bringing Content into the Picture: Proposing a Tri-Partite Model for Digital Preservation." *Journal of Library Administration*, 58(1), 1–17. <https://doi.org/10.1080/01930826.2017.1385988>

LOCKSS, <https://www.lockss.org>

Institute For Museum and Library Services, "Demonstrating and Documenting a Statewide LOCKSS 2.0 Preservation Network for Cultural Memory Institutions," <https://imls.gov/sites/default/files/project-proposals/LG-252394-OLS-22-full-proposal.pdf>

Michigan Digital Preservation Network, <https://mipres.org>

Owens, Trevor. 2017. *The Theory and Craft of Digital Preservation*. LIS Scholarship Archive. July 15. doi:10.31229/osf.io/5cpjt.