CY 2009 Project Report
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This report outlines objectives and accomplishments of the project team for the Historically Black College and University Library Alliance – Cornell University Library Digital Initiative during calendar year 2009. 1 July 2009 marked the beginning of phase three. Now in its final phase, the project involves business and sustainability planning for a growing digital collection titled *A Digital Collection Celebrating the Founding of Historically Black Colleges and Universities*.

Since August, CUL project staffs led by Ira Revels and HBCU Library Alliance Committee on Digitization lead by Dr. Janice Franklin Dean of Alabama State University Learning Resources Center have been carrying out project objectives. First, in August Ms. Revels communicated to library staff at all twenty-two partner libraries through a "Project Update" letter, which outlined activities during phase three and steps partners needed to take in order to continue contributing materials to the shared digital collection. Second, CUL sent a press release announcing the new grant award to libraries, the educational community, and African American print, radio, and television news media via Blackpr.com. View the press release at http://hbculibraries.org/docs/HBCUCornell_pr.pdf.

Third, CUL initiated two subcontracts, first with the HBCU Library Alliance and second with the Robert W. Woodruff Library. The HBCU Library Alliance will handle logistics of the two focus sessions that are planned with the twenty-two project partners and business planning meetings. The Robert W. Woodruff Library will continue to manage and support the HBCU Library Alliance CONTENTdm server and implement a streaming video server on behalf of the project partners. A consulting agreement was initiated to hire Julie Walker a business planning expert to conduct market research and develop an economic model, which will be necessary to sustain the continued maintenance and growth of the shared digital collection.

In an effort to learn how peer digital libraries manage issues involving shared metadata, Ms. Revels attended in the OCLC Digital Forum East. Presenters represented both large collaborative and small digital collections. They presented metadata solutions that ranged from "social tagging" of content by collections users, to developing online tools which allow users to contribute tags. An example of this is a collaboration of museum professionals in a research project called "Steve" http://www.steve.museum/. To learn more about my findings during this forum go to my Twitter feed from November 5th, which is located at https://twitter.com/irev09.

Discussed below are additional project objectives and outcomes for the first half of project year one:

Objective 1: Identify new project partners and continue to provide scanning and workflow consultation support to current partners. So far, four new institutions and organizations have voiced an interest in contributing materials to the shared digital collection. They are Florida Memorial University, Langston University, the National Afro American Museum and Cultural Center on behalf of Wilberforce University and Central State University, and Chicago State University (though not a White House-designated HBCU it is a traditionally minority-serving institution). Though none of these partners currently has digital founding materials to

contribute, Ms. Revels continues to work with the HBCU partners to determine how best to serve their needs so that they may contribute materials in the near future.

Currently, there are twenty contributing partners with collection in the shared digital collection. They can be found at http://contentdm.auctr.edu/cdm4/collections.php. Since July 1, 2009 only two partners of the twenty-two participating Libraries have had their contributions delayed because of technical issues, however, Elizabeth Gail McClenney and Ms. Revels continue to seek other means by which these partners can contribute their materials.

Objective 2: Hire business planning expert and develop an economic model to sustain the digital collection once the project ends. In August Ms. Revels began meeting by phone with Julie Walker the business planning expert. The purpose of these weekly phone meetings is to discuss market research, plan semi-monthly phone meetings with the Committee on Digitization, and draft sections of the business plan. At an early October phone meeting of Ms. Walker and the Committee on Digitization, the Committee approved the draft business plan outline.

In late October an expanded Committee on Digitization met with CUL project staff, and Julie Walker in Atlanta, Georgia to discuss the framework for the HBCU Library Alliance program that will begin once the grant project ends. Among several decisions that were made about the new program, the Committee determined to:
- Explore costs of program components such as staffing, marketing, and growing the existing digital collection,
- Name the program "The HBCU Library Alliance Digital Connections Program,"
- Meet at least twice monthly to discuss business planning topics and set goals for implementing the economic model.

Objective 3: Hold a focus session to discuss sustaining digital image production and metadata creation at the twenty-two partner Libraries. For the first time all twenty-two HBCU Library partners will come together to discuss issues and challenges they face in continuing to contribute founding materials to the shared digital collection. The partners will meet in a central location early in the spring to participate in a facilitated discussion led by Oya Rieger of CUL. Ms. Rieger is the Associate University Librarian for the Division of Library Information Technologies at CUL and a leading expert in digital asset management and sustainability. Partners will have an opportunity to share out with their colleagues what they've learned from participating in the digital initiative and gain valuable knowledge from their peers about workflow practices on other HBCU campuses. Planning for this one-day focus session is currently underway. Sandra Phoenix Program Director of the HBCU Library Alliance and Etta Royster Administrative Assistant to Ms. Phoenix are both working with Ms. Revels to determine the best location and a date for this event.