Grant Proposal:
Digitizing Back Issues of *The Georgia Librarian* Journal Collection

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**Executive Summary**

Since 1995, the University of Georgia’s School of Library and Information Science has quickly established itself as a leader in the information professional community. A major part of the School’s success is its peer-reviewed journal. The first ten volumes exist as bound journals and are held in UGA’s Ilah Dunlap Little Memorial Library, the Main Library. Our proposed initiative to digitize volumes one through ten and add them to UGA’s GALILEO database has an overall project cost of $4,000.00. In an effort to further facilitate innovative research and scholarship, UGA’s School of Library and Information Science is requesting $2,000.00 to aid in this digitization effort that will enable *The Georgia Librarian* to be accessible and searchable to a larger audience of academics, researchers, and information professionals.

**Background of Institution**

**Community**

The University of Georgia is located in Athens, Georgia, a town known to the state as the “Classic City.” Located 70 miles Northeast of Atlanta, the Athens community is a thriving college town with access to big city activities and entertainment. The first state chartered school in the U.S., UGA has become an exemplary and well-ranked public institution of higher education. The School of Library and Information Science was founded in 1995 and is the 17th department added to UGA’s academic curriculum.
Library

As a member institution of the prestigious Association of Research Libraries, UGA’s Libraries comprise of three campus facilities including the Main Library, the Science Library, and the Miller Learning Center, which opened in 2003 and houses 26 general instructional classrooms and a state-of-the-art Electronic Teaching Library. “Designed specifically for undergraduate students, the 200,000-square-foot structure has more than 2,000 connections for laptop computers, 500 computers for accessing the World Wide Web and software packages. Librarians offer professional research assistance, including a staffed reference desk, on-line chat with reference librarian and phone and email services” (http://bulletin.uga.edu). UGA’s library system boasts “more than 370 databases, nearly 34,466 full-text journals and more than 27,400 books” all available electronically through the Libraries’ website and GALILEO, the statewide electronic library and initiative of the University System of Georgia (http://bulletin.uga.edu). In 2000, the UGA Libraries unveiled its Electronic Journal Locator (EJL), a “centralized finding aid” for all electronic journals available through the Libraries’ Catalog and GALILEO (Smith 2003, p. 162). The LIS Department frequently collaborates with the UGA Libraries to ensure quality, hands-on experience for students, including offering practicum opportunities within campus library facilities.

Patrons

UGA Libraries support a student body numbering over 30,000 and almost 3,000 faculty. With a university-wide goal “to provide the best possible education to its students; the best possible service to the citizens of Georgia and beyond; and
research, discovery and creative achievement of the highest order to benefit Georgia, the nation and the world,” UGA Libraries strive to achieve this goal through an emphasis on listening to and meeting patron needs (UGA Fact Book 2009). In addition to belonging to Association of Research Libraries (ARL), patrons also benefit from the other organizations and consortia the UGA Libraries belongs to including the American Library Association (ALA), Center for Research Libraries (CRL), Council for Library and Information Resources (CLIR), Online Computer Library Center (OCLC), Research Libraries Group (RLG), and Lyrasis.

**Staff**

UGA Libraries staff includes 70 faculty, 160 classified staff, and 200 student assistants. Within the School of Library and Information Science there are 50 full-time faculty members including three recipients of the Josiah Meigs Distinguished Teaching Professorship, two recipients of the Richard B. Russell Undergraduate Teaching Award, and 12 full-time administrative staff and advisors. Kelly Guris is the School of Library and Information Science Dean as well as Director the proposed digitization initiative. Dean Guris has headed the LIS department at UGA since 2005 and successfully oversaw the transition of *The Georgia Librarian* from a print-only journal to a widely accessible e-journal.

**Statement of Need**

The digitization trend has proven to be more than just a passing technology fad and expanded the way in which we can access and use information. Specifically within the arena of scholarly communication, digital publishing is influencing how academics and researchers use journals. Utilization of electronic journals has
shown a continuous increase over the last two decades of research (Smith 2003). A 2001 study at Oakland University focused on undergraduate students’ use of academic periodicals. With close to half of the student respondents depending solely on “full-text articles” for their research, authors Lombardo and Condic conclude that “having online information – accessible anytime, anywhere – is where our students expect libraries to be” (2001, p.336). In a more recent study conducted at Carnegie Mellon University, researchers studied the information-seeking behavior of graduate students. Findings showed that 61% study participants prefer using online journals and full-text databases as opposed to their print counterparts. The most frequently cited factor (58% of subjects) was “preference for convenience or the need to have information quickly” (George et al., 2006). Faculty, too, have indicated that “electronic access to journals – particularly library-funded access – is integral to research activities” (Smith 2003, p.162). A 2001 survey conducted at the University of Georgia looked at the usage of electronic journals by its faculty. Of the respondents, 74% indicated reading at least one electronic journal per week (Smith 2003, p.164).

More current volumes of the journal titled *The Georgia Librarian* have been heavily cited in recent conference papers prompting the LIS department to survey journal usage among students and faculty. Results from the survey indicated higher (72%) use of the five volumes that are accessible in a full-text database than the print collection. These volumes date back to 2005 when the School of LIS decided to create an electronic version that was searchable to facilitate research and scholarship. Limited by its print format, the first ten volumes exist as bound
journals and are held in UGA’s Ilah Dunlap Little Memorial Library, the Main Library, essentially caging valuable scholarly literature and research. The print journal is “no longer the definitive publication” due in part to the electronic version’s increased online functionality (Ware 2005, p. 198). Effectively, two-thirds of the collection is inaccessible or unknown to outside academics and researchers as well as underutilized by the students and faculty at its own institution. An increasing emphasis on electronic journals as the primary format over print necessitates electronic accessibility for journals today (Ware 2005). Enabling access to the important scholarly works found in the first ten volumes of *The Georgia Librarian* should prove to advance the research and scholarship of library and information science much like the five most recent volumes have done.

**Proposed Initiative**

**Project Goals**

Through this proposed digitization initiative, the School of Library and Information Science assisted by the UGA Libraries would like to accomplish the following:

⇒ Create digital, full-text searchable versions of Volumes One through Ten of *The Georgia Librarian*

⇒ Integrate newly digitized volumes into UGA Libraries’ Catalog and GALILEO to facilitate access to journal articles

⇒ Promote awareness of electronic accessibility to entire collection of *The Georgia Librarian*

**Materials Needed**
⇒ Shipping materials
⇒ OCR scanning software
⇒ 100GB external hard-drive

Planning and Implementation Schedule

April 2010
⇒ Pull journal volumes one through ten from shelves and transport to Serials Cataloging Department for metadata retrieval.
⇒ Using OCR scanning software, make digital copies for back-up purposes and save digital copies onto external hard-drive.
⇒ With the assistance of OCR software, compile metadata of articles to be scanned that will conform to the Dublin Core Metadata Element as well as including legal metadata for copyright purposes.

May 2010
⇒ Securely package ten-volume collection for shipment to Lyrasis regional scanning site using care to ensure no damage to materials en route to destination.
⇒ Ship materials including metadata to Lyrasis regional scanning site.
⇒ Lyrasis scanning staff begin digitizing journal articles by volume.

June 2010
⇒ Digitized articles are uploaded onto secure Lyrasis server.
⇒ LIS Dean, Serials Department Head, Serials Cataloging Department Head, and the Faculty Liaison for Electronic Library Services review digitized articles on secure Lyrasis server for quality.
⇒ After final approval given by LIS Dean, Serials Department Head, Serials Cataloging Department Head, and the Faculty Liaison for Electronic Library Services, Lyrasis returns scanned materials to UGA Ilah Dunlap Little Memorial Library for re-shelving by Cataloging Department staff.

July 2010

⇒ LIS Department staff coordinate with Serials Electronic Resources staff from Main Library to upload and integrate digitized articles into UGA Libraries’ Catalog and GALILEO

⇒ Launch month-long publicity campaign online and on campus promoting awareness of newly digitized articles

Method of Evaluation

An evaluation committee will be established and overseen by the Dean of LIS to ensure quality standards are met. Committee members will reference the Guiding Principles of the Digital Library of Georgia as well as consult with the Digital Library of Georgia Production Center for any issues needing clarification or further action. In addition, the Dean of LIS will be primarily responsible for documentation review throughout the project. After the publicity campaign has ended, a questionnaire will be disseminated to students and faculty to determine the level of awareness of the digitized journal articles.

Proposed Budget

Program Costs:

Serials Cataloger salary: scanning and metadata harvesting

$18.00/hr for 10 hours scanning, 20 hours metadata harvesting $540
Library Assistant salary: removal, transport, and re-shelving of materials
  $10.00/hr for 4 hours of removal, transport, and re-shelving $40
Shipping materials and costs for delivery to vendor and return to UGA $200
Publicity campaign materials
  Flyers, campus displays, and UGA e-mail announcements $50
OCR Scanning Software $400
100GB External Hard-drive for digital back up copies $300
Lyris Mass Digitization Collaboration Program $2,470

TOTAL PROJECT COST: $4,000

Program Funding:
National Leadership Grant – Advancing Digital Resources $1,000
UGA School of Library & Information Science Alumni Donations $250
UGA Center for Arts & Humanities Distinguished Program Grant $750
Solicited Funding Agency $2,000

TOTAL PROJECT FUNDING: $4,000

Conclusion
Digital resources have enhanced scholarly communication in a way with which print materials are unable to compete. “In former days, potential donors, visitors, or scholars would ask when [...] a collection would be cataloged; now they ask when it will be digitized” (Michel 2005, p. 380). Research and scholarly publishing trends have increased the need for libraries and academic institutions to provide electronic access to their materials and resources. Your agency’s contribution of $2,000 will benefit scholars and information professionals through enhanced access to a
valuable collection of literature and research necessary to advance the scholarship and profession of Library and Information Science.

References


http://bulletin.uga.edu


Appendices

A. *The Georgia Librarian* Notice of Copyright

B. Project Coordinator Resume: Dean of the School of Library & Information Science

C. Lyrasis Order Agreement with detailed pricing structure of services provided

D. Questionnaire for post-digitization publicity campaign

E. Digital Library of Georgia Guiding Principles