

Transfer, Accessioning and Ingest Workflows for Born-Digital Records in Collecting Repositories

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Abstract: The University of Virginia Library, in partnership with Stanford University, the University of Hull, and Yale University have been funded by The Andrew W. Mellon Foundation for “Born Digital Collections: An Inter-Institutional Model for Stewardship (AIMS). Over a two-year project period (October 2009 – October 2011), project partners will create an inter-institutional framework for stewarding born-digital content. The group plans to process and preserve thirteen born-digital collections of noteworthy individuals and/or organizations and make them discoverable via Hydra, a Fedora-based solution, which can easily be installed and implemented by other institutions. A cohort of digital archivists has been established with a mandate to engender a digital archivist community of professionals both nationally and internationally, and they will disseminate broadly the lessons learned from the real work of processing and preserving a varied range of born-digital collections.

As part of the AIMS project, the digital archivists have been working to identify toolsets and build workflows for digital records in the following areas: collection development; accessioning, transfer and ingest; arrangement and description; preservation; and access. This poster presents the initial decisions and findings of the project team specifically for the processes involved and accessioning, transfer, and ingest. While other electronics records projects have focused on these workflow phases, the AIMS project's major focus is defining a flexible set of processes that can be used as a shared framework for multiple institutions, allowing for local variation as needed.

About the author:

Mark A. Matienzo is a Digital Archivist in Manuscripts and Archives at the Yale University Library. He has served as a consultant for the Philadelphia Area Center for History of Science and ArchivesSpace, the project investigating the merge of Archon and Archivists' Toolkit. He taught a seminar on digital libraries at the Palmer School of Library and Information Science at Long Island University in Fall 2009. He was Chair of SAA's Description Section from 2007-2008 and Co-Chair of the RLG Programs Roundtable from 2008-2009.

Prior to joining Yale University, he worked as an Applications Developer in the Strategic Planning Office and the Digital Experience Group of The New York Public Library, as assistant archivist for systems and metadata at the Niels Bohr Library & Archives of the American Institute of Physics, as project cataloging archivist at the National Anthropological Archives, Smithsonian Institution, and as catalog librarian at ProQuest Information and Learning. He received his MSI from the School of Information at the University of Michigan and a BA in Philosophy from the College of Wooster.