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# Digital Collections Users' Group Annual Report Fiscal Year 2009

Consortium of Academic and Research Libraries in Illinois

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**Digital Collections Users' Group**  
**Annual Report: 2008 – 2009**  
**Submitted: May 22, 2009**

**Members:**

Matthew Cook (2007-2009), Illinois Institute of Technology, **Chair**  
Ellen Corrigan (2009-2011) Eastern Illinois University  
Kevin Ford (2008-2010), Columbia College Chicago  
Ginger Frere (2009-2010), Newberry Library  
Betsy Kruger (2009-2011), University of Illinois at Urbana-Champaign  
Michel Nguessan (2007-2010), Governors State University  
Julie Patton (2009-2011), Northwestern University  
Sue Wilson (2006-2009), Illinois Wesleyan University

Staff Liaisons: Jessica Gibson and Amy Maroso

**Communication**

- The DCUG meets monthly by conference call and twice a year in person.
- The DCUG uses e-mail and an internal wiki to work collaboratively on materials between meetings.
- A public wiki serves the CARLI community interested in or working on digital collections

**Accomplished Tasks**

- Interface Subcommittee created a list of desired features and functions for a redesigned CARLI Digital Collections website (<http://collections.carli.illinois.edu>). In response, CARLI hired a consultant to work on improving the interface. Work started in early 2009 and will conclude in Summer 2009. The redesigned site will feature increased functionality (e.g. browsing by topics, featured images) and a modern look and feel.
- Launched a weekly feature on the CARLI Blog called "Digital Collections Featured Image" which highlights images in the CARLI Digital Collections. This feature is designed to market the collections and promote increased usage of CARLI Digital Collections.
- Launched a weekly feature on the CARLI Blog called "Digitization Quick Tips" featuring how-to's, announcements, and advice for CARLI members interested in digitization and CONTENTdm.
- Standards Subcommittee revised and updated "Guidelines for the Creation of Digital Collections: Digitization Best Practices for Images and Text"
- Hosted two grant writing workshops, one in Springfield on February 24, 2009, and the other in Chicago on March 10, 2009. Both were conducted by Alyce Scott, Digital Imaging Program Coordinator at the Illinois State Library.

- Hosted the first DCUG forum entitled “You Are Not Alone: Digital Projects in Illinois”, on July 25, 2008, at the Chicago State University Library. The forum was attended by over 75 people and featured presentations from CARLI libraries that are creating digital projects.
- Assisted the CARLI Office with the testing of a monthly statistics generator that will provide some usage statistics for CARLI Digital Collections.
- Standards Subcommittee finalized “Guidelines for the Creation of Digital Collections: Digitization Best Practices for Audio,” which will be posted to the CARLI website for use by CARLI libraries working on audio digitization projects.

### **Projects in Progress**

- Planning a forum on digital preservation entitled “Ensuring Enduring Access: A Forum on Digital Preservation” to be co-hosted with the Preservation Working Group. The event will be held July 21, 2009 at the iHotel in Champaign.

### **Potential Future Plans**

- Continue to monitor feedback and suggest ways to make the CARLI Digital Collections user experience better.
- Host a forum on Copyright and Rights Management and how they relate to digitization, digital collections, and access to digital repositories.
- Establish a joint subcommittee with the Preservation Working Group on the topic of digital preservation as it relates to CARLI libraries and submit a report and recommendations to the CARLI Board by December 2009.
- Standards Subcommittee will continue to create digitization guideline documents for use by CARLI libraries, including a video digitization best practices document.