Modern Endangered Archives Program

Navigating Communal Rights for Digital Preservation and Open Access

May 27, 2020

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ARCADIA
A CHARITABLE FUND OF
LISBET RAUSING & PETER BALDWIN

Modern Endangered Archives Program (MEAP)

1. Building on Past Experience
   Ethics, Collections, Technology
2. Navigating Communal Rights
3. MEAP Program Details
   Case Studies
4. What's next?

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ONE

Building on Past Experience

What is MEAP?

MEAP: Overview

The Modern Endangered Archives Program (MEAP) is a new UCLA Library granting program.

We fund projects to digitize and make accessible endangered archival materials from the 20th and 21st Centuries, including print, photographic, film, audio, ephemeral, and born digital objects.

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MEAP: Overview

MEAP will support projects to organize, collect, convert and describe archival material or existing digital assets.

Planning Grant | Create inventory, conduct survey of collection, research copyright, engage community [up to 12 months]

Project Grant | Launch and complete digitization or curation work, including metadata [up to 24 months]

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MEAP: Program Overview

All MEAP content must be shared openly online: Survey, Inventory, Digital Images, Audio files, Video

Copyright | Contemporary materials will likely be under copyright. Some flexibility around use, but still a concern for particular kinds of content. For example, copyright ownership for a recording may not cover ownership of underlying content (ie. Song recorded at a concert)

Privacy + Ethics | Collections that document individuals, especially photos and videos must account for individual consent and permission

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Learned from Experience

Modern Ethical Collecting means building Decentralized Networked Collections that are Community Centered

Postcustodial & Postcolonial Collecting

- ***Building Relationships***
- Authenticity
- Collaboration
- Preservation
- Joint publication sans acquisition

> Respect for local context

> Dedication to the material

> Developing partner programs is cornerstone

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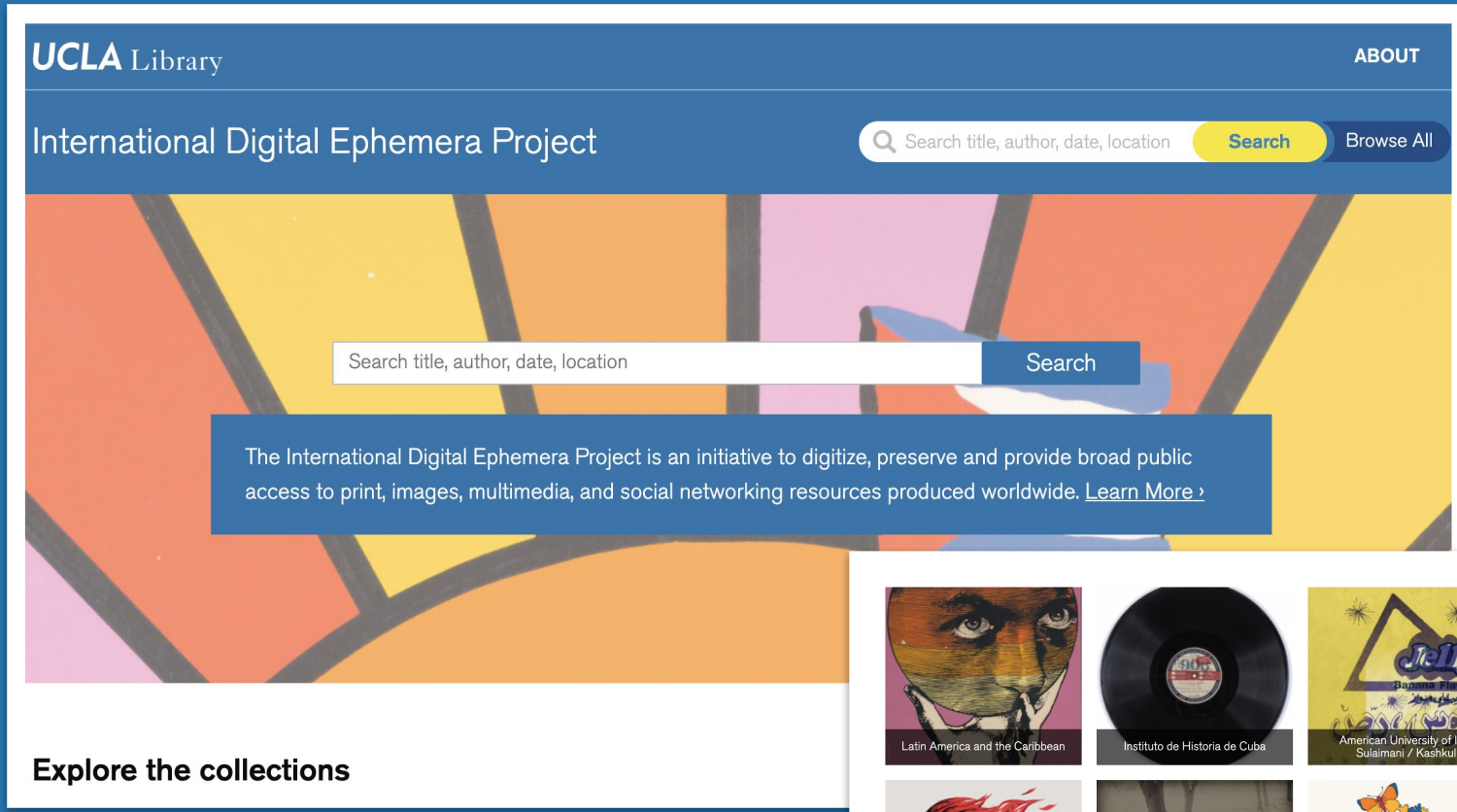
Sharing our work with CNI

- Fall 2013
  Archivists and Activists: You don't get to Non--Traditional Collections with Traditional Collectors
- Spring 2016
  Activist Stewardship: The Imperative of Risk in Collecting Cultural Heritage
- Spring 2017
  Building Distinctive Collections through International Collaborations: Lessons from UCLA's International Digital Ephemera Project
- Spring 2020
  Navigating Communal Rights for Digital Preservation and Open Access



https://idep.library.ucla.edu/

uclalibrary.github.io/ideptoolkit/

IDEP Partner Toolkit

A guide to standards and workflows for IDEP partner institutions.

- File Naming and Organization
- Metadata Guidelines
- Descriptive Terms
- Digitization (Print/Image)
- Session Checklist (Print/Image)
- MiniDV Transfer
- Lacquer Disc Transfer
- ¼ Inch Audiotape Workflow
- Audio Digitization Workflow using Audacity

English Español Հայերեն عربى

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IDEP Partner Toolkit

The International Digital Ephemera Project (IDEP) is an initiative of the UCLA Library to capture ephemeral content with global partners. Through this project, the Library endeavors to build international and global collections of knowledge, and to preserve the historical and cultural record. The ultimate goal is for present and future generations to access and use ephemera documenting the larger arena of discourse that takes place alongside mainstream media and scholarly publications.

For more information on IDEP, visit the project site: http://idep.library.ucla.edu

The UCLA Library works closely with project partners to capture, preserve, and describe new forms of knowledge, records, and content. This toolkit outlines standards, workflows, and best practices for contributing to IDEP.

LENS SETTINGS

- The aperture on the lens should be set to the smallest setting (f/32 on the 60mm)

- Autofocus: Rotate the A-M mode ring on the lens while pressing the A-M mode ring release button, selecting A for autofocus.

CAMERA SETTINGS. Note: Review the camera manual, and especially pages 1-7 for help with adjusting and finding settings as well as getting to know the camera.

- ISO – Set to **100**

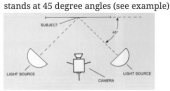
- Mode - Set to **M**

- Aperture – Set between f/8 and f/11, starting with f/8. Stopping down, aka decreasing the size of the aperture, increases the depth of field (how much of the object's depth, or distance from the camera, remains in focus). A narrower aperture can improve overall sharpness.

Lighting setup

Set up lights

1. Read the instructions for the Profoto B2 250 Air Location Kit and the Air Remote TTL-N.
2. Make sure battery is charged (Charger is included in kit. Battery is located on the bottom of the pack and can be removed to charge.)
3. Set up light stands
   - Stands are reverse stands. Maintain a wide base so that they don't tip over
   - When extending light stands, extend from the bottom first before using thinner extensions
   - Use artist tape to mark stand positions. Set stands at 45 degree angles (see example)



4. Attach the flash heads to light stands, taking care to ensure that the flash head is directly above one leg of the stand, to minimize the risk of tipping. Tighten flash head to light stand securely.
5. Build Softboxes by matching rod color to colors located on Speedrings (the blue dots).
   - Be patient.
   - The rods are meant to flex, but try not to force the rod too much.
   - Start with one rod, then move to opposite rod. Once all rods are snapped in the Softbox should fully form a square
6. Attach Softboxes to flash heads
   - Shimmy flash heads into speedring, close down on Speedring clamp to secure.
7. Check that lighting battery pack is turned off.
   - Connect flash head cords to battery pack. Note: **never plug in or unplug flash heads while battery pack is on**

IDEP Metadata Template

File Edit View Insert Format Data Tools Add-ons Help

100% View only

Identifiers

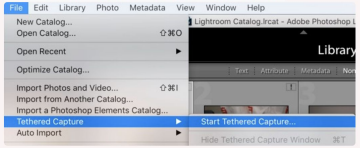
	A	B	C	D
1	**Identifiers**		**Titles**	
2	**File name**	**local ID**	**Original language title**	**English translation of title**
3	lalish_yazidiposters_005.tif	lalish_yazidiposters_005	کارە ساتا شنگالی : سلاف بو قە نجی و قە درناسا خە لکی شە رفمە ندی یە دستان	Regards to honourable peo their resistance and respect
4	bncjm_cubayamerica_18970401.pdf	bncjm_cubayamerica_18970401	Cuba y America: Periódico Quincenal, vol. 1, no. 1	
5	soviet_00064_p_arm_384.tif	պ_384	Խորհրդային իշխանության 17 տարիների ընթացքում Ցեղևանը	Yerevan, during the 17 year
6	auis_ec_00003.tif	auis_ec_00003	Garade Village	
7	ihc_lalucha_19020103.pdf	ihc_lalucha_19020103	La Lucha: diario republicano, vol. 18, no. 3	
8			Cartilla para Aprender a Leer en las Escuelas de	

Setup Lightroom or darktable

Start up and log in to laptop and connect camera to laptop via USB3 tether cable

If using Lightroom

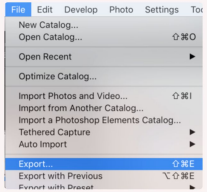
- Open Lightroom
- Create new catalog, name appropriately. Remember, this is a catalog in Lightroom, and it can contain multiple sessions. Click File > Tethered Capture > Start Tethered Capture

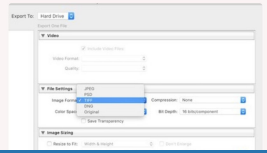


- Lightroom will automatically find the camera in use. A box should pop up that says Nikon D810 is in use
- Name the session you are in with a date (recommended), or collection name and session number

Exporting files to TIFF format

For Lightroom





https://uclalibrary.github.io/ideptoolkit/

Limitations of Openness

Challenges of preserving contemporary material + in real time

- National Sovereignty and “Digital Colonialism”
- Personal data and Political threat
- Sensitive images and content

TWO

Navigating Communal Rights

“Everyone has the right to freedom of opinion and expression; this right includes freedom to hold opinions without interference and to seek, receive and impart information and ideas through any media and regardless of frontiers.”

The Universal Declaration of Human Rights @
www.un.org/en/documents/udhr/

Responsibility to Act Ethically

- Community Engagement
  Workshops and project promotion
- Grants of Permission forms
  Translated into Spanish, French, Arabic, Hindi, Portuguese
- Ongoing Consent
- Fair Use
- Take Down Notice - AKA Invitation to Dialog

*** Upending assumptions: Copyright isn't the primary obstacle for openness.**

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Copyright, Privacy, Safety, Ethical Considerations

All rights issues should be **community centered**

- The Right to be Forgotten
- The Right to be Remembered
- Whose voices at-risk? Whose stories? Whose histories? Whose cultures?
- The Right to Life, Liberty and Security of Person --Universal Declaration of Human Rights --**Article 3**--Safety of participants and those included
- Challenges of documenting history in real time
- Living Toolkit

For more see library.ucla.edu/service/scl/rights-toolkit

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THREE

MEAP Program Details

MEAP: Funding Priorities

We aim to fund **projects** that:

- Preserve at-risk Cultural Heritage in parts of the world without resources for archival preservation
- Build local capacity
- Expand the culture for Open Access

We look for **collections** that:

- Demand urgent preservation
- Document social justice + human rights related events or movements, and under-documented communities

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MEAP: Eligibility

- **Age of Material:** From the **early 20th century to the present**, preferably with a majority of the material dating from the 1950s or later.

- **Subject Matter:** Materials should document history, society, culture, and politics, with an emphasis on social justice, human rights, and under-documented communities.

- **Geographic Focus:** Materials from regions **outside North America and Europe are preferred**. We encourage applications from Africa, the Caribbean and Latin America, the Middle East, Central Asia, South and Southeast Asia, and Oceania.

- **Format:** Materials may be in a variety of formats, including print, audio and video materials, photographs, ephemera and digital files.

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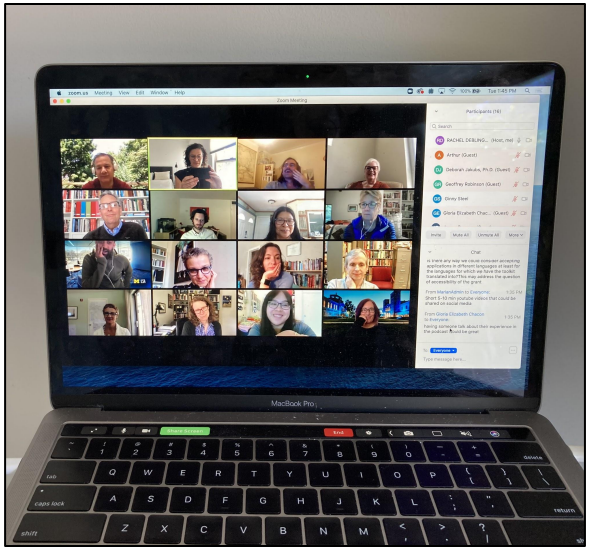
MEAP Review Board

International panel of scholars from a range of fields, including history, literature, media studies, and information studies.

The review board makes funding recommendations and ensures that our funds are directed to the most impactful, most urgently endangered collections.



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MEAP Projects

Cohort 1 - 2019

107 Preliminary Applications

75 Applicants invited to complete Detailed Applications

50 Applications submitted

19 Projects Recommended for Funding

16 Funded Projects (15%; 21%)

More details at meap.library.ucla.edu

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COHORT 1 - 2019

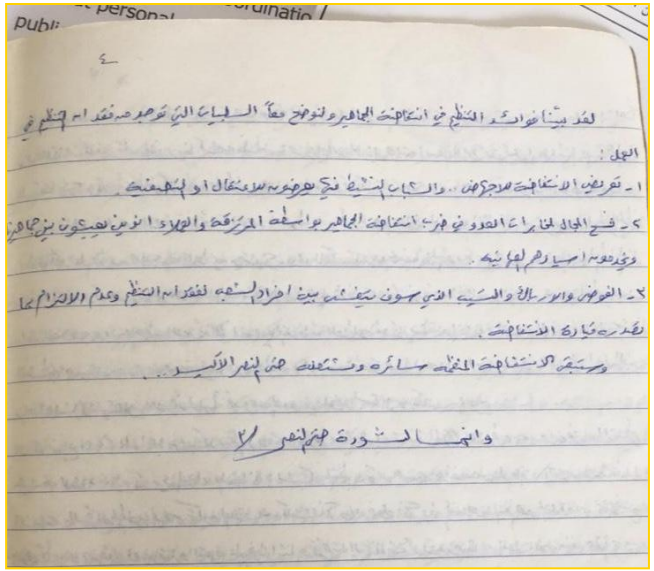
Lebanon
Afghanistan
Barbados
Palestine
Albania
Haiti
India
Myanmar/Burma
Argentina
Belize
Brazil
Uruguay
Mexico
Timor-Leste
Iran
Egypt
Israel
Iraq
Armenia
South Africa
Cuba
Iraqi Kurdistan

Case Studies: Palestine

Silenced Histories: Palestinian Prisoners and Global People's Struggles

Center for Development Studies, Birzeit University
Linda Tabar

Learn more:
https://www.birzeit.edu/en/community-affairs/institutes-centers/centre-development-studies



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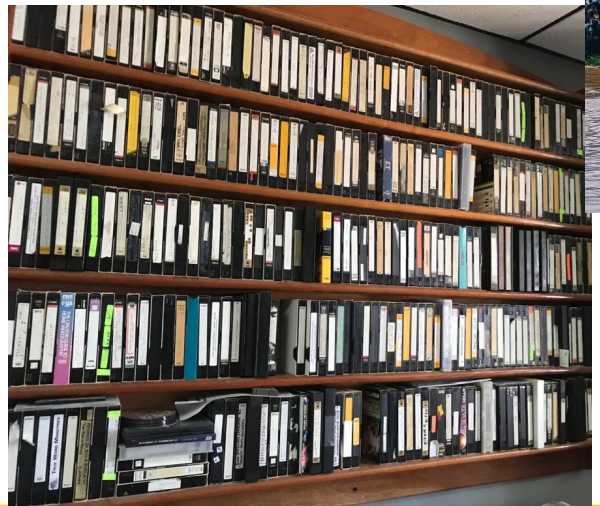
Case Studies: Belize

Safeguarding the Documentary Heritage of Dangriga Town, Belize

National Institute of Culture and History, Belize
Selene Solis, Nigel Encalada

Learn more:

https://nichbelize.org/



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Cohort 2

Preliminary Applications: 87

Applicant Countries: 45 [Most - US, 15]

Archival Countries: 50 [Most - Brazil, 10]

Detailed Applications: 50

Planning Grants: 22

Project Grants: 28

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Cohort 2: Funding Recommendations

Projects recommended for funding: 23 (46% - 26%)

Total Budget: $770,000

Planning Grants: 10

Project Grants: 13

Countries (archival content): 18

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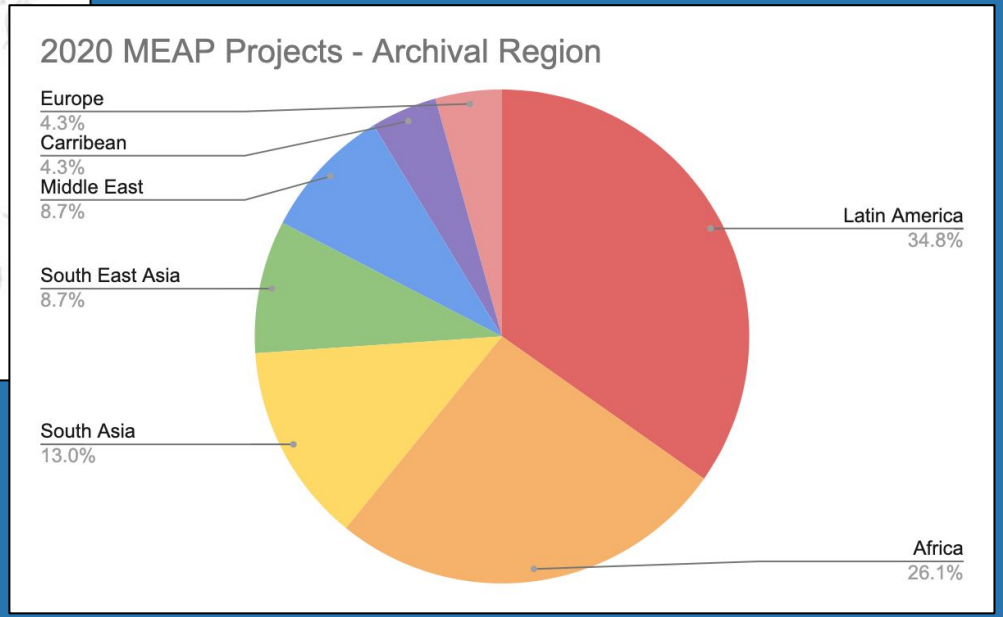
Cohort 2: Funding Recommendations



Challenges + Opportunities

Feasibility in 2020

In response to COVID-19 and lockdown orders around the world, we have an added layer of contingency for the 2020 cohort of applications. We will ask all projects recommended for funding to respond to:

- **Changes in Travel (International/Domestic)**
- **Supply Chain Disruption**
- **Currency inflation and Budget changes**
- **Access to archives + collections**

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Project Delays: Coronavirus

The UCLA Library anticipates that most MEAP projects will have project delays as a result of illness, self-isolation, government closures, or other changes due to the current pandemic and responses to it. Our priority is that all project teams and grant applicants remain safe and healthy.

Current MEAP Projects

We advise all projects to follow national and local recommendations and directives and to continue working only as long as it is safe to do so.

Please consult these **MEAP Guidelines related to COVID-19** and contact **meap@library.ucla.edu** to discuss a no-cost extension for your project.

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FOUR

What’s Next?

Summer 2020

Website with published content

Revised guidelines and documentation

New resources for digitization projects

Application information available in Spanish, French, Portuguese, and Arabic

Learn more at **meap.library.ucla.edu**
Sign up for monthly email updates at **https://tinyletter.com/ModArchivesUCLA**

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Applications for Cohort 3

September 2020: Call Opens

Application published at meap.library.ucla.edu

October 2020: Webinar for Potential Applicants

November 2020: Preliminary Applications Due

January 2021: Detailed Applications Due

Application information available in Spanish, French, Portuguese, and Arabic

Learn more at **meap.library.ucla.edu**
Sign up for monthly email updates at **https://tinyletter.com/ModArchivesUCLA**

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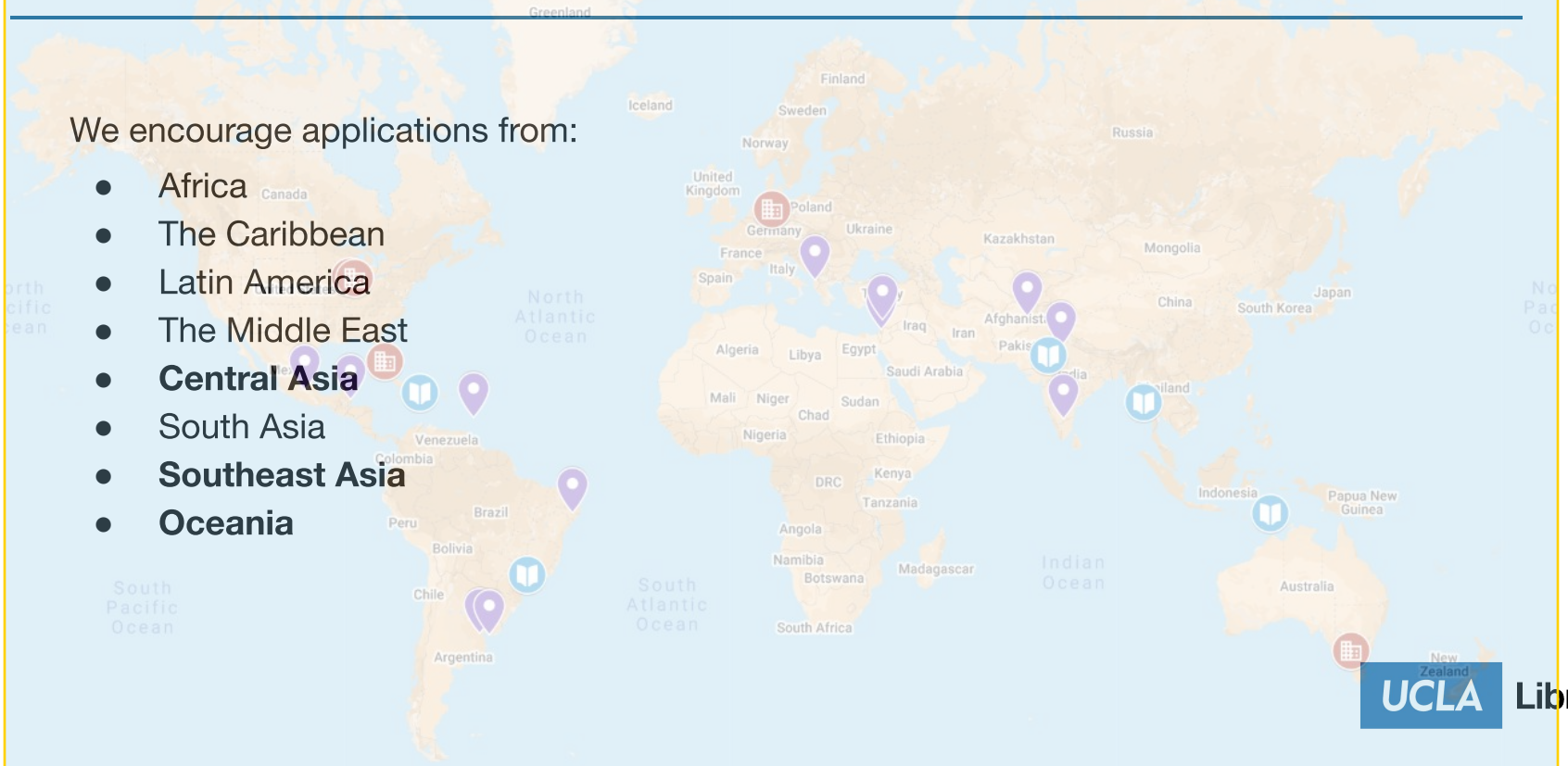
Outreach for Areas around the World

We encourage applications from:

- Africa
- The Caribbean
- Latin America
- The Middle East
- **Central Asia**
- South Asia
- **Southeast Asia**
- **Oceania**



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THANK YOU

CONTACT US

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