

JSTOR Archive Annual Report 2006/2007

The 2006/2007 was a year of endings and beginnings for the UC Libraries JSTOR archive project. There were a number of staff changes and the project was placed on a more permanent basis. The original contract between JSTOR and the UC Libraries was completed, and negotiations for a second contract of new titles to be added to the archive were begun.

In the 2005/2006 year it had been realized that due to frequent turnover of student employees, the Project was not able to maintain a consistent number of staff hours from month-to-month and the productivity goals weren't being consistently met to complete the project on schedule. To resolve the staff problem, temporary staff from Library Associates was brought in to supplement and later to replace most of the student assistants. In 2006/2007 the number of temporary personnel was increased to eight people working 35 hours a week. This increased the potential of the staff to validate over 700,000 pages a month.

Then during the summer of 2006, the Project lost two key staff members. In June, LAIII Student Supervisor Kris Brix resigned, followed in August by the resignation of Project Manager Jeff Sundquist, who left to continue his post graduate education at UC Berkeley. SRLF Director, Colleen Carlton, acted quickly by temporarily re-classifying SRLF staff member John Doing to serve as the Project Manager. Shortly thereafter, Jana Courter was hired to fill the vacant LAIII position.

In response to the new emphasis on temporary staff and the change in management, a new system for recording and compiling validating statistics was created and put into place. This allowed staff to record their statistics using online forms, and allowed the LA III to compile the statistics into an online spread sheet, eliminating much tedious manual addition and paper statistical computation. This allowed JSTOR project staff to more easily and more quickly compile statistics and give more immediate feedback on the state of the project.

The original contract had called for completion by December 31, 2006, but with the slow start due to the necessity to set up the initial procedures for the project, the high rejection rate of materials donated, and the turnover of student staff during 2005/06, this completion date became less and less feasible. With the decision to shift from primarily student employees to temporary agency staff a more realistic completion date was determined to be April of 2007. An amendment to the original contract was agreed upon by UC and JSTOR to move the end date of the contract to April 30, 2007.

During this period JSTOR and UC also began negotiations for a Phase 2 contract with a new list of over 500 journal titles in approximately 15,000,000 pages of content to be reviewed, validated and moved into the archive. During these negotiations, an amendment was written to revise validation guidelines based on the earlier results of the

audit performed by JSTOR personnel of the archive in March 2006. The new, less restrictive, validating guidelines were immediately applied to the remainder of the original contract titles to be validated. In March of 2007 JSTOR staff performed a second audit of materials in the Archive. The volumes checked received a 99.8% accuracy rate, well above the 98% required by the contract. JSTOR staff made special note of and complimented the Project staff on the repairs and replacement work that was performed on volumes that otherwise would have been rejected.

SRLF and JSTOR Archive staff worked on time and cost projections for the new Phase 2 contract between JSTOR and UC. Based on those projections, UC and JSTOR agreed to a pared-down contract of approximately 5,000,000 pages in over 270 titles, rather than the complete list of 15 million pages. This new contract would cover a period from May through December, 2007. While these negotiations were ongoing, JSTOR project staff began preparing for this new list of titles by reviewing UC campus holdings.

In April 2006 JSTOR contacted UC, requesting items from the Phase 1 Archive for a retrospective re-scanning project. This request for over 700 volumes was approved by University Librarians, and JSTOR project staff, working closely with JSTOR staff through e-mails, spent two months gathering the volumes and shipping them directly to the JSTOR scanning vendor in India. These volumes are scheduled to return to the SRLF in approximately six months time.

With the agreement for a new contract period, UCL and SRLF managers sought to move the JSTOR Archive project onto a more permanent footing. To that end, SRLF and the UCLA Library provided three vacant career positions to replace some of the temporary staff with Library Assistant II staff. During May and June 2007 candidates were interviewed and hiring decisions were made to fill all positions. The LA V Project Manager position was permanently filled by the interim manager John Doing. As of July 1, all JSTOR career positions have been filled (five positions), and two temporary staff from Library Associates will remain with the Project.

Following completion of the validating of content for the first contract (Phase 1) in April, JSTOR Archive staff shifted their attention to wrapping up the paperwork for that project and they began preparing for "Phase 2", the assemblage of the approximately 5,000,000 pages of content for the next 270+ titles.

A special project:

In June, CDL staff contacted the JSTOR Archive staff with a request for assistance on a special project to audit 100 titles scanned in the Google Project. There was particular urgency to complete the audit in June, before UC's software license expired. Project staff agreed to help, and Project Manager John Doing created forms and statistical reporting sheets for the auditors to use. JSTOR staff reviewed 23,943 pages of online materials, and they noted any cosmetic and critical problems with the scans.

In summary, during the Phase 1 contract period:

Total volumes rejected	1,710
Reject percentage	7.73% (after deducting the items with major repairs)
Volumes with major repairs	1,037 (these are major repairs of individual items such as one or more pages and or oversized fold outs replaced)
Pages with minor repairs	99,070 (minor tears, pencil marks erased)
Total volumes validated	22,109
Total pages validated	13,189,073

During 2006/2007 JSTOR archive staff validated 7,097,920 pages.