

The Accidental Archivists:
Lessons Learned from a Digital Archive Project
July 23, 2012
AALL Annual Meeting, Boston, MA
Georgia Briscoe; Robert Linz; Karen Selden

RESOURCE LIST

Rollataq Adhesive System:

<http://www.daige.com/rollataq.htm>

BookDrive Pro Scanner, Atiz Corp.:

<http://www.atiz.com/>

Adorama (camera and electronics vendor):

<http://www.adorama.com/>

Digital Collections of Colorado:

<http://digitool.library.colostate.edu/R?RN=801544558>

Google Scholar Inclusion Guidelines for Webmasters:

<http://scholar.google.com/intl/en/scholar/inclusion.html>

Paul Royster, "The Art of Scanning" webinar:

http://digitalcommons.unl.edu/ir_information/67/

David H. Getches Collection:

http://www.colorado.edu/law/lib/research_resources/digital_collections/getches_collection/

3D PageFlip Standard software:

<http://www.3dpageflip.com/>

Forthcoming article: Robert Linz, *The Digital Collections of Colorado Law*, 41 THE COLORADO LAWYER (August 2012).

Searching the Getches Collection

Date: _____

Initials: _____

Title (from title page): _____

Thank you for your help in searching the Getches collection! Please finish searching by Thanksgiving (Nov. 24, 2011).

_____ In classic LAW PAC online catalog, search by title from the title page ("Title" in the pull-down menu). If not found, try searching personal author/editor, institution or meeting name ("Author" in the menu).

_____ If the title is found in LAW PAC, check to see that author/editor, publisher and publication year from the book match those in LAW PAC. Then record in the space below: the call number, number of copies and locations (e.g., "KF 8204.5 .G47 2005; 2 copies, 1 in Fac Pub, 1 in Stacks 1st fl.")

_____ If the title is not in LAW PAC, click the "Prospector" button under "Find this Item In:"

_____ If the title is found in Prospector, record the number of copies by location:

UC Boulder _____
Other libraries _____

_____ Place the searched book in one of three stacks on a different shelf of the book truck: Found in Lawpac, Found in Prospector; Neither

_____ This book is found in:

LAW PAC _____
Prospector _____
Neither _____

PLEASE LEAVE THIS SLIP IN EVERY BOOK YOU SEARCHED.

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_____ This book is found in:

LAW PAC _____
Prospector _____
Neither _____

PLEASE LEAVE THIS SLIP IN EVERY BOOK YOU SEARCHED.

Digitizing Checklist

Date received: _____

Filename: _____

- Review item: update bibliography, name item, create cover sheet. (JT)
- Create folder structure on digitization drive (EB)
- Scan item. (EB, Student workers)
- Edit scanned images. Create PDF. (EB)
- Append cover sheet to item. Print item. Print cover sheet separately. Give to Technical Services. (EB)
- Catalog item. Create marc record. Inform Erik when record is complete. (KS)
bib # _____
- Convert item's marc record to marc xml. Ingest item into Digitool. (EB)
- Add item to Digitool Getches collection. Generate handle URLs. (EB)
- Add handle URLs to bibliography. (JT)
- Commit handle URLs to Lawpac record. (KS/CF)
- Process printed copy of item for the Getches Faculty Publications collection. (CF)

Digitizing Checklist

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- Process printed copy of item for the Getches Faculty Publications collection. (CF)

MARC Record Sample for an Article
(underline, bold font, and * for emphasis)
(available at: <http://lawpac.colorado.edu/record=b613375~S0>)

100 1 Getches, David H
245 10 Water rights on Indian allotments /|cDavid H. Getches
246 3 Water rights on Indian allotments (Online)
260 Vermillion :|bUniversity of South Dakota School of Law,
|c1981
300 Article on p. 405-433
490 1 South Dakota law review ;|vv. 26, no. 3 (Summer 1981)
500 Article contained in the Vol. 26, no. 3 (Summer 1981)
issue of South Dakota law review
***520** Development of individually-held reservation lands for
agriculture, mining, or commerce almost always depends on
a supply of water. Thus, it is essential that owners of
land within a reservation have some certainty of their
water rights. No statute or other source, however,
expressly defines water rights on Indian allotments. This
article attempts to define those water rights by examining
the allotment policy and legislation in light of the
reserved water rights doctrine. The author concludes that
no reserved rights may be held by individuals, but that
during the period of trust some of those rights may be
used by allottees. Upon passing out of trust an Indian or
non-Indian owner should have rights recognized within the
hierarchy of water rights established by appropriation,
based on the dates and quantities of appropriations
actually made on the land during the trust period
***524** Citation: David H. Getches, Water Rights on Indian
Allotments, 26 S.D. L. Rev. 405 (1981)
530 Also available online
***540** Copyright protected. Use of materials from this
collection beyond the exceptions provided for in the Fair
Use and Educational Use clauses of the U.S. Copyright Law
may violate federal law. Permission to publish or
reproduce is required
610 10 United States.|tGeneral Allotment Act (1887)
650 0 Water rights|zUnited States
650 0 Indian allotments|xLaw and legislation|zUnited States
650 0 Indians of North America|xLegal status, laws, etc
650 0 Indian allottees|xLegal status, laws, etc.|zUnited States
655 7 Internet resources|2local
***730** 0 Getches article collection
730 0 South Dakota law review
773 0 |tSouth Dakota law review.|gVol. 26, no. 3 (Summer 1981)
830 0 South Dakota law review ;|vv. 26, no. 3 (Summer 1981)
***856** 41 |u<http://hdl.handle.net/10974/28>|zElectronic version
(Unrestricted access)
***970** 10 |t<a href="http://lawpac.colorado.edu/screens/
getches_bookplate.html">

MARC Record Sample for a Monograph
(underline, bold font, and * for emphasis)
(available at: <http://lawpac.colorado.edu/record=b613375~S0>)

- 110 1 United States. |bDistrict Court (Washington : Western District)
- 245 10 United States of America, plaintiff, Quinault Tribe of Indians on its own behalf and on behalf of the Queets Band of Indians, et al., intervenor-plaintiffs, v. State of Washington, defendant, Thor C. Tollefson, director, Washington State Department of Fisheries, et al., intervenor-defendants, civ. no. 9213 : |bUnited States District Court, W.D. Washington at Tacoma, Feb. 12, 1974, on question per reconsideration motion, March 22, 1974, injunction March 22, 1974
- 246 1 |iAlso known as: |aBoldt decision
- 246 14 United States v. State of Washington : |bUnited States District Court, Western District of Washington : 384 F.Supp. 312
- 246 17 United States v. State of Washington, 384 Federal Supplement
- 246 33 United States v. Washington
- 260 St. Paul, Minn. : |bWest Pub. Co., |cc1975
- 300 p. 312-423 ; |c25 cm
- *590** Gift from David H. Getches and family
- *590** Law Library's copy includes a letter from Judge Boldt to David Getches dated 2/26/75 and signed by Judge Boldt
- 500 Caption title
- 500 "384 F.Supp. 312"--Cover
- 500 "Opinion by Honorable George H. Boldt, Senior Judge, United States District Court for the Western District of Washington"--Cover
- 500 "Reprinted from 384 Federal supplement"--Cover
- 500 Reprint. Case originally published in Vol. 384 of West's federal supplement
- 500 David H. Getches, representing the Native American Rights Fund, is named as the 2nd attorney for the plaintiffs, after Stan Pitkin (p. 325)
- *520** "United States v. Washington, 384 F. Supp. 312 (W.D. Wash. 1974), was a 1974 court case that affirmed the right of most of the tribes in Washington to continue to harvest salmon. The case was decided by Judge George Hugo Boldt of the United States District Court for the Western District of Washington. Specifically, the court held that, when the tribes conveyed millions of acres of land in Washington State through a series of treaties signed in 1854 and 1855, they reserved the right to continue fishing. For example, the Treaty of Medicine Creek (1854) includes the following language: "The right of taking fish, at all usual and accustomed grounds and stations, is further secured to said Indians in common with all citizens of the Territory." Most of the treaties negotiated by Territorial Governor Isaac Stevens included this, or very similar, language. The court also looked at the minutes of the treaty negotiations to interpret the

meaning of the treaty language "in common with" as the United States described it to the Tribes, holding that the United States intended for there to be an equal sharing of the fish resource between the Tribes and the settlers. As the court stated: By dictionary definition and as intended and used in the Indian treaties and in this decision, 'in common with' means sharing equally the opportunity to take fish... therefore, non-treaty fishermen shall have the opportunity to take up to 50% of the harvestable number of fish... and treaty right fishermen shall have the opportunity to take up to the same percentage. For years preceding the Boldt decision, the state of Washington had attempted to limit the treaty fishing rights of the tribes. The federal government filed suit in the support of Native American rights. Non-Native fishermen in the state opposed the decision."--Wikipedia (viewed April 10, 2012)

***524** Citation: 384 F.Supp. 312

610 10 Washington (State).|bDept. of Fisheries|vTrials, litigation, etc

650 0 Quinault Indians|xFishing|zWashington (State)

650 0 Quinault Indians|xHunting|zWashington (State)

650 0 Quinault Indians|zWashington (State)|vTreaties

650 0 Indians of North America|xFishing|xLaw and legislation |zWashington (State)

650 0 Indians of North America|xHunting|xLaw and legislation |zWashington (State)

650 0 Fishery law and legislation|zWashington (State)

651 0 Quinault Tribe of the Quinault Reservation, Washington |vTrials, litigation, etc

700 1 Boldt, George H.|q(George Hugo),|d1903-1984

700 1 Tollefson, Thor C

700 1 Getches, David H

710 1 Quinault Tribe of the Quinault Reservation, Washington

710 1 Washington (State).|bDept. of Fisheries

710 2 Native American Rights Fund

730 0 West's federal supplement

***856** 41|u<http://www.narf.org/events/06/boldt.htm>|zElectronic version of unannotated case (Unrestricted access)

***970** 10|t

SAMPLE TASK LIST

Post-Symposium Tasks remaining on Getches archives (4/30/2012)

CATEGORY	TASK	PERSON RESPONSIBLE	DEADLINE
Photos	<ul style="list-style-type: none"> • Determine if the photo slide show software we have is what we want in the future • Add existing captions to slide show photos • Create metadata and permission cover sheets for photos • Add photo metadata and images to digitool • Return photo originals to family OR add them to physical collection, as family desires 		
Videos	<ul style="list-style-type: none"> • Determine how to treat new video content for our website (embed, link to it, etc.) • Identify additional videos in RBR that have Getches in them and excerpt them for digital archive 		
Landing Page	<ul style="list-style-type: none"> • Continue to monitor browser compatibility and correct typos on website • Explore options re: repository search function • Archive guestbook content and take down symposium guestbook at the end of May 		
Bibliography	<ul style="list-style-type: none"> • Replace article archive links with deep links to articles when that option becomes available in digitool • Add links to Lawpac records for books and conference proceedings we own 		
Articles	<ul style="list-style-type: none"> • Request via ILL and digitize NLADA Briefcase article • Consider digitizing one orphan work published in Great Plains Nat Res J with appropriate language (remaining 4 articles) 		

	were denied permission)		
Briefs	<ul style="list-style-type: none"> • Digitize 3 briefs we have in hardcopy now: Katie John, Venetie, Mobil Oil; return Mobil Oil to NILL; add cover sheets to PDFs of the three briefs, add to digitool, and link from bibliography • Develop plan for obtaining hardcopies of briefs held by NILL and digitizing them 		
	<ul style="list-style-type: none"> • Develop plan for obtaining other briefs, important pleadings, and oral argument transcripts 		
Cases	<ul style="list-style-type: none"> • Get Thomson Reuters/West permission for downloading from Westlaw and posting PDFs of reporter images, if desired 		
Conference papers	<ul style="list-style-type: none"> • Digitize any papers we own that are not available in NRLC online library • Request via ILL any papers we don't own that have been cataloged 		
Awards and Tributes	<ul style="list-style-type: none"> • Add Robert L. Marshall Award from the Wilderness Society as soon as it becomes available • Search for other awards and tributes 		
50 boxes of Getches materials	<ul style="list-style-type: none"> • Perform a quick review of each box and make general notes about contents 		
Getches physical donations we have processed	<ul style="list-style-type: none"> • Shelve books we are adding • Consider adding call numbers to journal reprints in RBR 		