

ALCTS Preservation and Reformatting Section
Proposed Restructuring Plan
June 16, 2008

The following proposal reflects ideas expressed by the PARS membership, recommendations regarding interest groups from the PARS Policy, Planning and Research Committee, and discussions within the PARS Executive Committee. This document will be distributed via the PADG discussion list in June 2008 and discussed during the ALA Annual Conference in Anaheim.

Goals:

1. Represent PARS and its committees and interest groups in language that appeals to and is readily understood by a broad array of ALA members.
2. Make it easier for PARS members to attend programs and meetings in other ALCTS sections and ALA divisions by reducing the overall number of PARS meetings scheduled for each conference.
3. Establish a structure that will be successful and sustainable with the number of PARS members who are able to serve as section officers, committee members, interest group chairs, liaisons and representatives.

Summary of proposed changes:

1. Change section name to Preservation Section (instead of Preservation and Reformatting Section).
2. Consolidate from 10 committees to 6 as described below.
3. Consolidate from 9 interest groups (formerly discussion groups) to 5 as described below.

Pending the outcome of discussions at the ALA Annual Conference and approval by the PARS Executive Committee, the new structure would take effect August 1, 2008. If PARS moves forward with a new section name the change will be subject to approval by the ALCTS Board.

Details and reasons for proposed changes:

Re-Name as the Preservation Section

In 1994 the Preservation of Library Materials Section (PLMS) merged with the Reproduction of Library Materials Section (RLMS) to become the Preservation and Reformatting Section (PARS). While reproduction and reformatting are part of PARS' history and current practice, neither term works very well in the section name. *Reproduction* of library materials is today a topic addressed by multiple sections of ALCTS and divisions of ALA. *Reformatting* expresses a useful concept in preservation but is not readily understood by most librarians. Simplifying to the Preservation Section makes it easier to identify and relate to the core values and functions of the section.

Consolidating Committees

It is often observed that preservation is part of every job in a library. Another common observation is that in most libraries the advocates and managers for preservation have primary responsibilities in other areas. This means the potential audience for PARS is larger than the membership of PARS, of which only a small group is available for appointments to leadership roles. The current PARS structure has a full roster of 58 appointed chairs and committee members. In addition to these appointees, there are 7 elected members of the Executive

Committee, 12 representatives appointed to ALCTS committees, at least 9 chairs and co-chairs for interest groups, and varying numbers of task force members and liaisons to groups in other ALA divisions and other organizations. This adds up to approximately 100 leadership roles, which is more than the active membership of PARS can consistently fill.

Reducing the number of rosters to fill is not the only reason to consolidate the PARS structure. There is considerable overlap between the scope of committees in the current lineup and some committees have experienced lulls in activity. The most fruitful and inclusive discussions take place in interest groups, not committees. The work of developing individual programs and publications is typically carried out by ad hoc working groups and coordinated by the PARS Program Planning and Publications (PPP) Committee. Committees defined by an area of preservation practice are in a gray area between the interest group function of providing a forum and the operational role of committees such as PPP.

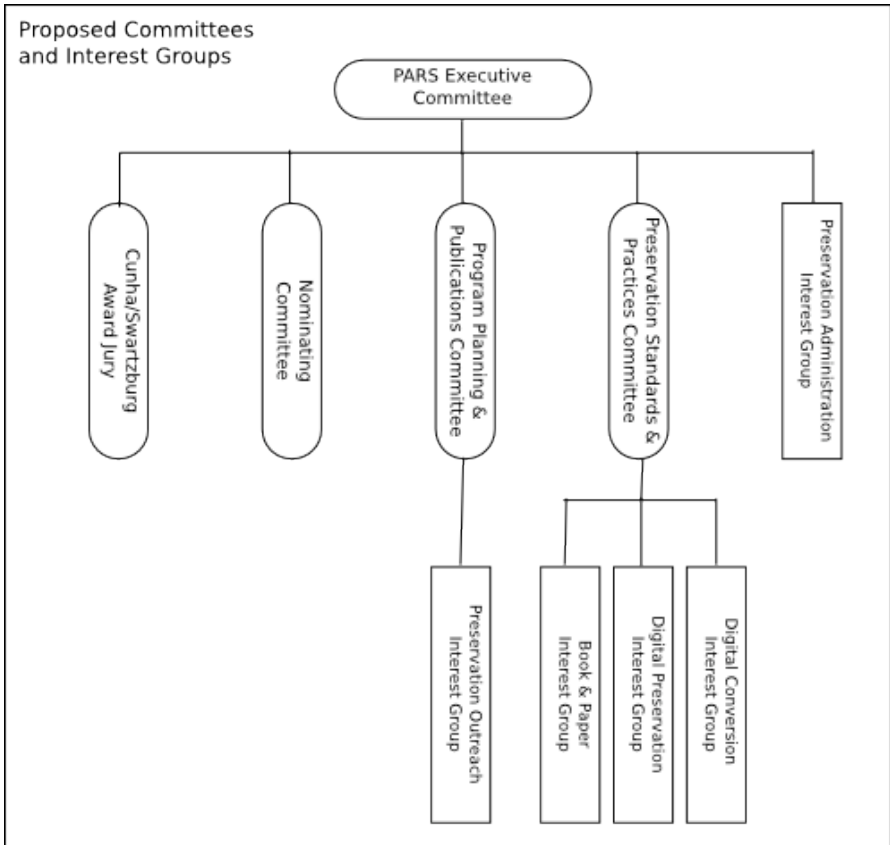
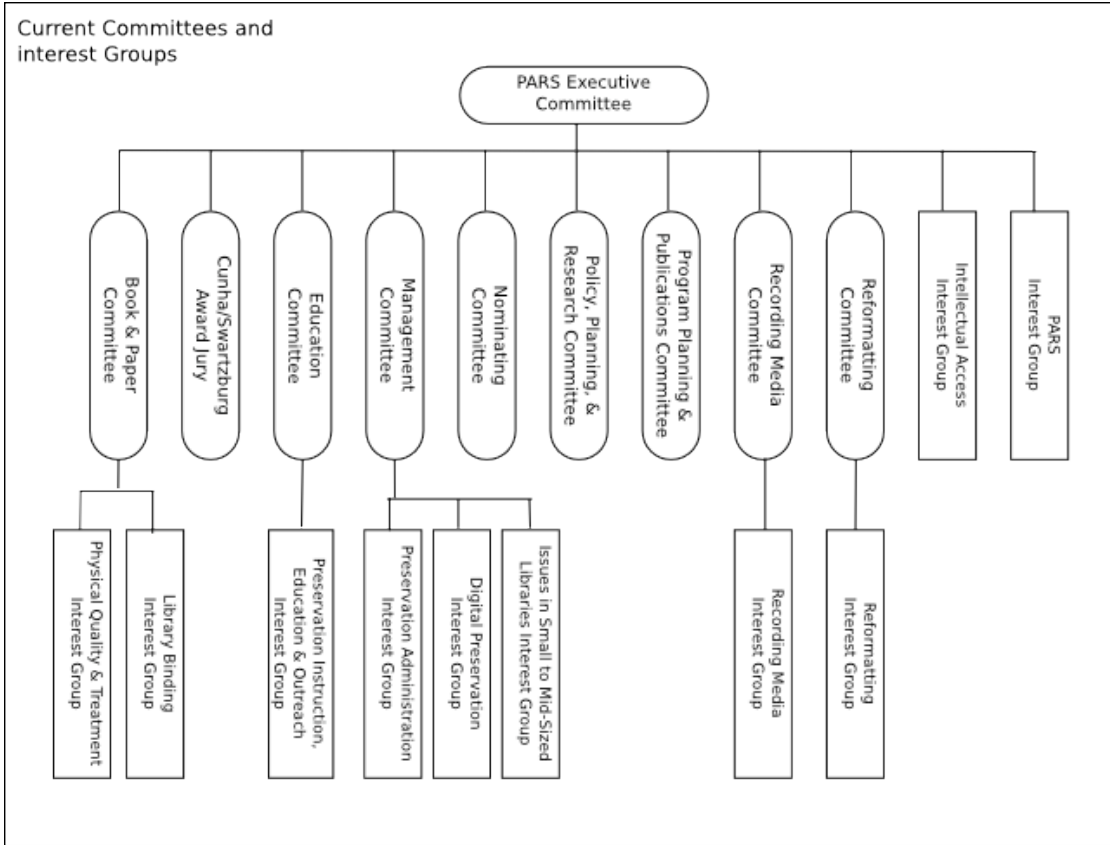
This proposal reduces the current list of ten committees to the following six:

1. Executive Committee (chair + 6 members)
2. Nominating Committee (chair + 3 members)
3. Cunha/Swartzburg Award Jury (chair + 3 members)
4. Program Planning & Publications Committee (chair + 8 members)
5. Preservation Standards & Practices Committee (chair + 6 members)

The first four committees listed here address the operation of the section. The fifth, the Preservation Standards & Practices Committee, would foster coordination among interest groups, identify and formulate strategy to address issues in the field, and organize task forces to carry out work that complements the activity of interest groups. The Program Planning and Publications Committee has a larger number of members than other committees in this structure because it has a particularly large workload, enough that the PARS Executive Committee considered the possibility of dividing it into two separate committees, which would match the structure at the ALCTS level. However, PARS has benefited from keeping a close connection between programs and publications by assigning responsibilities within a single committee and the Executive Committee felt it would be best to enlarge rather than split PPP.

Consolidating Interest Groups (formerly Discussion Groups)

Some PARS members have been frustrated by simultaneous meetings of related groups and programs. Others have noted the value of attending programs and discussions in other sections of ALCTS and divisions of ALA, both to enrich work within PARS and to share preservation expertise. The section's past-chairs who schedule PARS meetings have been sensitive to these concerns but have a limited number of available time slots for PARS and no control over meetings elsewhere in the Association. Consolidating interest groups would reduce schedule conflicts and allow greater flexibility for members to interact with colleagues beyond the section. Note, with the ALCTS-wide change from discussion groups to interest groups the section will have a process to regularly consider adding, discontinuing, re-naming, or changing the scope of interest groups. The structure proposed below provides a new baseline, fully expected to change over time.



The following descriptions of the proposed interest groups are adapted from a report submitted May 22, 2008 by the PARS Policy, Planning, and Research Committee.

Preservation and Reformatting Section Group Re-structuring Proposal

Based on feedback from the open forum and the survey results gathered at the 2008 Mid-Winter Conference along with follow-up discussions with the Small to Mid-Sized Libraries Group co-chairs the PARS Policy, Planning and Research Committee proposes the following group structure of reducing the number of Discussion Groups from nine to five. The five new groups would be:

1) Preservation Administration Interest Group

Purpose: To foster the broader preservation community and discuss hot topics and issues of general interest to the professional preservation community.

- This is the current PADG group and would remain essentially as is but would also be encouraged to discuss issues of intellectual access to collections, education, instruction and outreach issues, and cooperative preservation strategies such as shared storage and collaborative reformatting projects.
- The group would be run by co-chairs.
- One co-chair would sit on the proposed PARS Program Planning Committee.
- The co-chairs would report to the PARS Executive Committee.
- The group would continue to meet Friday afternoons (1:30 – 5:00 p.m.) at the Annual Conference and Saturday mornings (8:00 a.m. to 12:00 noon) at the Mid-Winter Conference.
- The current PARS DG, the Preservation Instruction, Education and Outreach DG and the Intellectual Access Interest Group would be absorbed by this group.

2) Book and Paper Interest Group

Purpose: To discuss the preservation of paper-based collections and traditional library collections of interest to the professional preservation community.

- This group would discuss issues relating to collections care and repair, physical quality and treatment, and library binding. Matters relating to education, instruction, and outreach would also be

encouraged as discussion topics as well as hot topic issues as they arise.

- The group would be run by co-chairs.
- One co-chair would sit on the proposed PARS Program Planning Committee.
- The co-chairs would report to the proposed PARS Preservation Standards & Practices Committee.
- This group would meet during the Sunday afternoon (1:30 – 3:30 p.m.) conference time slot.
- This group would replace the existing Library Binding DG and the Physical Quality & Treatment of Library Materials DG and would initially be co-chaired by the current chairs of these discussion groups.

3) Digital Conversion Interest Group

Purpose: To serve as the venue for discussing the management and associated activities of moving collections regardless of format spanning analog to digital.

- This group would discuss issues relating to the conversion of analog and audio/visual collections to digital. Specific topics may include: care and handling, stabilization, vendor out-sourcing, in-house conversion (equipment and software), derivatives, and deliverables for content ingest to enterprise systems. Matters relating to education, instruction, and outreach would also be encouraged as discussion topics.
- The group would be run by co-chairs.
- One co-chair would sit on the proposed PARS Program Planning Committee.
- This group would report to the proposed PARS Preservation Standards & Practices Committee.
- This group would meet during the Sunday morning (10:30 a.m. to 12 noon) conference slot.
- This group would replace the existing Recording Media DG and the Reformatting DG and would initially be co-chaired by the current chairs of these discussion groups.

4) Digital Preservation Interest Group

Purpose: To serve as the venue for discussing the preservation management of digital assets whether commercial, born-digital or converted e-resources.

- This group would discuss program management issues relating to organizational structure including infrastructure, priorities, policies, implementation, and long-term ownership of digital content including trusted digital repositories and other hot topic issues as they arise.
- The group would be run by co-chairs.
- One co-chair would sit on the proposed PARS Program Planning Committee.
- This group would report to the proposed PARS Preservation Standards & Practices Committee.
- This group would meet during the Sunday afternoon (4:00 – 6:00 p.m.) conference slot.
- This group would replace the existing Digital Preservation: Managing Digital Objects DG and would initially be co-chaired by the current co-chairs of this discussion group.

5) Preservation Outreach Group

Purpose: To discuss the needs of libraries with small preservation programs, libraries trying to start preservation programs, and librarians with preservation responsibilities but limited formal training and support.

- The co-chairs would be charged with helping connect this audience to sources of support and education and create partnering opportunities, if possible.
- A special focus should be given to the state and regional providers wherever the ALA conference is held.
- Many ALA members can only attend one conference in any year. Although many ALA and PARS activities require several years of development and are national in their scope and stakeholders, this group would focus on making the national conference and preservation issues applicable at the local level.
- This group would discuss issues relating to collections care and repair, physical quality and treatment, and library binding. Matters relating to education, instruction, and outreach would also be

encouraged as discussion topics as well as hot topic issues as they arise.

- The group would be run by co-chairs.
- The co-chairs would report to the PARS Program Planning and Publications Committee.
- This group would meet during the Saturday evening (4:00 - 6:00 p.m.) conference time slot.
- This group would replace the existing Small to Mid-sized Libraries DG and the PARS Forum and would initially be co-chaired by the current chairs of the discussion group and forum.

General notes about the proposed group structure (based on PARS membership feedback):

- 1) Groups must be run by co-chair officers to ensure well organized group discussion, improved communication between meetings, and follow through
- 2) Groups must be chaired by strong leaders who will prepare and advertise agendas months in advance
- 3) Longer time slots for each group are desired by the PARS membership
- 4) Reducing the number of DGs to free up time to attend ALA programs is highly desirable

Submitted by the PARS Policy, Planning and Research Committee:

Brian Baird, Sherry Byrne, Lars Meyer, Jake Nadal, Patricia Turpening, David Connors, Sue Kellerman, Chair

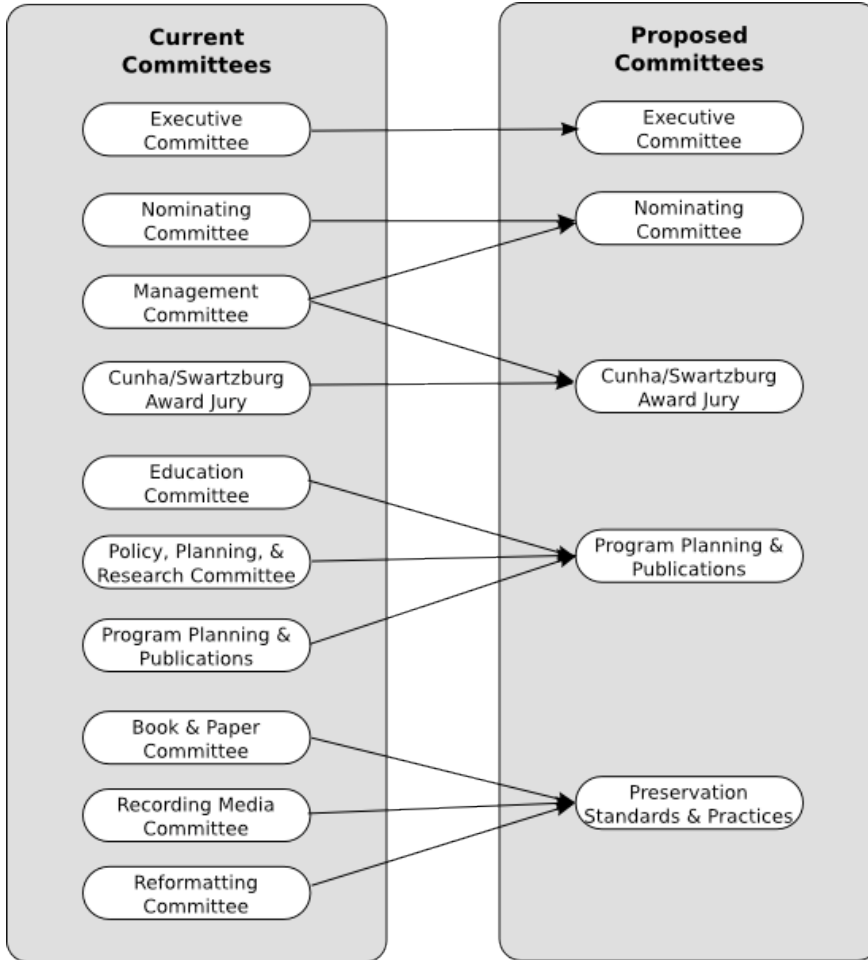
5/22/08

Transition Plan

Appointments already made for the 2008-2009 year would be carried forward into the new structure, resulting in merged committees that are larger than usual. Committee sizes will be adjusted over time as terms expire. For example, if a merged committee is double its normal size, the appointing officer will replace only half of the members whose terms expire each year until the roster has reached the target number. This practice will reduce size incrementally and maintain continuity through overlapping terms. Some committee members may also be offered an opportunity to fill vacant liaison and co-liaison appointments in lieu of serving on a merged committee. New committees would be co-chaired by the chairs of the merged committees for the 2008-2009 year.

The Education Committee and the Policy, Planning and Research Committee would merge into the existing Program Planning and Publications Committee to comprise the new committee of the same name. The Book and Paper, Recording Media, and Reformatting committees would merge

to become the new Preservation Standards and Practices Committee. Members of the Management Committee would be divided, with half joining the Nominating Committee and half joining the Cunha/Swartzburg Award Jury. The Executive Committee is chosen through election according to ALCTS bylaws and would not be expanded as part of the transition.



Pending the outcome of discussions at the June 2008 ALA Annual Conference, the new structure would take effect August 1, 2008.

Until June 25, 2008, please post comments to the PADG discussion share via email to:

Andrew Hart, Chair

ALCTS Preservation and Reformatting Section

ashart@email.unc.edu

During the 2008 ALA Annual Conference in Anaheim, please share comments with any member of the PARS Executive Committee: Andrew Hart (chair), Walter Cybulski (chair-elect), Jean Ann Croft (secretary), Nancy Kraft (past chair), Karen Brown (member-at-large), Kate Contakos (member-at-large), Jeanne Drewes (member-at-large).