

**University of Pittsburgh
School of Information Sciences
Fall 2004 (05-1) Term**

**LIS 2214 - Library & Archival Preservation
Fall Semester, 2004; Wednesdays, 6:00 PM - 8:50 PM; IS, Room# 405**

Instructor: Jean Ann Croft, Preservation Librarian
University Library System
University of Pittsburgh

Office: Preservation Department,
Room 205
7500 Thomas Boulevard

Telephone: 412-244-7522

Email: jeanann@pitt.edu

Office hours: by appointment

Teaching Assistant: Kate Werner
PhD. Student – Archival Studies Program
kwerner21@hotmail.com
Office: 641 -1B SIS
Office Hours: Thursday 10:00 – 12:00

Course Description:

The purpose of this course is to introduce students to concepts, issues, and challenges in preservation administration for library and archival environments. The course will provide a broad foundation in the historical, theoretical, managerial, analytical, and practical aspects of preservation. Students can expect to explore the field with the understanding that preservation awareness will broaden and enhance their professional careers and better prepare them to communicate preservation concerns effectively.

There is no prerequisite for this course, however it is required for students enrolled in the Archive and Manuscripts program.

Course Goals:

1. Explain the issues that surround the long-term retention of varying formats and media such as paper, books, film, and photographs.
2. Evaluate different preservation principles and implement the most appropriate preservation technique in a library or archival environment.
3. Combine preservation programming with other units in a library or archive.
4. Communicate preservation theory to render ultimate explanations and solutions to various challenges in library and archival environments.

I hope to introduce the concepts, issues, and challenges in the preservation world. To this end, I plan on utilizing a series of lectures, discussions, and guest speakers employed in the preservation field to encourage students to embrace the preservation cause. Secondly, I wish to provide a broad foundation in the historical, theoretical and analytical aspects of preservation through a series of readings and discussions of work published by well-known scholars in the field. Furthermore, I want to instill some practical experiences through demonstrations such as air-drying wet books, dry cleaning of paper, book collation, etc which will enable students to explore the field with an understanding that preservation awareness will broaden and enhance their professional careers.

Required Reading:

Textbook: Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. You can purchase this book from the ALA website at <http://www.alastore.ala.org/> - OR- Amazon at <http://www.amazon.com>.

All readings are on reserve in the SIS Library, with the exception of materials available on the Internet, which are listed with a URL.

Grading:

1. Preparation of three short writing assignments – submission dates – September 15th, October 20th, and November 3rd.
2. Preparation of one research paper – submission date – Tuesday, November 23rd.
3. Participation in class discussion and exercises – completion dates – November 10th, November 17th, and December 1st.

Late Assignments - late written assignments and final projects will be lowered by a total of one letter grade except in cases of extreme circumstances, **previously** discussed with the instructor, such as prolonged illness or a death in the family.

Grading will be based on 100 points as follows:

Assignment #1: Replacement/Reformatting Options	10 points
Assignment #2: Rare Books and Conservation Collation	15 points
Assignment #3: Digitization as a Preservation Reformatting Technique Position Paper	20 points
Assignment #4: Preservation Planning and Administration In-class exercise and presentations	10 points
Assignment #5: Research Project and Paper	40 points
Assignment #6: Current State of Need and Looking Ahead In-class exercise	5 points
<hr/>	
Total	100 points

100	A+
93-99	A
90-92	A-
88-89	B+
83-87	B
80-82	B-
78-79	C+
73-77	C

Attendance Policy

Regular and punctual attendance at class is required. Regular attendance is defined as attendance and preparation at not less than 80% of the classes (12 classes) for the semester. Tardiness and leaving class prior to dismissal in excess of 30 minutes will be counted as absenteeism. Failure to satisfy this requirement will result in the student being certified out of the course with either a grade of "U" (Unsatisfactory -- No Credit) or "F" (Failure).

Schedule:

September 1 Introduction to Library and Archival Preservation

- Overview and class logistics for LIS 2214
- Historic overview of the preservation field.
- Concepts and basic definitions
- Major players in the field
- View “Slow Fires”

Recommended Readings:

Croft, Jean Ann. The Preservation Evolution: A Review of Preservation Literature, 1999-2001. Library Resources and Technical Services 47, No. 2: 59-70.

Darling, Pamela and Sherelyn Ogden. From Problems Perceived to Programs in Practice: The Preservation of Library Resources in the U.S.A., 1950-1980. Library Resources and Technical Services 25 :9-29.

Drewes, Jeanne. 1993. A Widening Circle: Preservation Literature Review, 1992. Library Resources and Technical Services 37: 315-22.

Higginbotham, Barbra Buckner. Our Past Preserved: A History of American Library Preservation 1876-1910. Boston:G.K. Hall & Co., 1990.
Chapters 1 and 15.

Jordan, Sophia K. 2000. A Review of the Preservation Literature, 1993-1998: The Coming of Age. Library Resources and Technical Services 44, no. 1: 4-21.

September 8 Reformatting and Replacement Options

- Deterioration of paper
- Different replacement options
- Advantages and disadvantages of microfilm and preservation facsimiles
- National and international implications

Required Readings:

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See "Preservation Microfilming and Photocopying" by Eileen F. Usovich and Barbara Lilley: Chapter 15

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999. Section 5, Leaflet 1
<http://www.nedcc.org/plam3/index5.htm>

PRESERVATION 101: An Internet Course on Paper Preservation. Andover, MA: Northeast Document Conservation Center, 2003. Lesson 1
<http://www.nedcc.org/p101cs/lesson1.htm>

Fox, Lisa. Preservation Microfilming: A guide for Librarians. 2nd ed. Chicago: ALA, 1996. Chapter 1, pp. 23-72. (Familiarize yourself with this book as a reference tool because it is the standard text for anyone involved in reformatting projects.)

Recommended Readings:

Berger, Barbara. 1999. Lessons learned in the trenches: Preservation microfilming after thirteen years. Microform and Imaging Review 28, no. 3: 91-93.

Cybulski, Walter. 1999. You say you want a resolution? Technical inspection and the evaluation of quality in preservation microfilming. Microform and Imaging Review 28, no. 2: 56-67.

Baker, Nicholson. Double Fold: Libraries and the Assault on Paper. New York, NY: Random House, 2001.
Chapters 1-4 (pgs. 1 – 46)

Subcommittee on Preservation Photocopying Guidelines, Reproduction of Library Materials Section Copying Committee, Association for Library Collections and Technical Services "Guidelines for Preservation Photocopying."

http://www.ala.org/Content/ContentGroups/ALCTS1/Publications10/Web_Publications/Preservation3/Guidelines_for_Preservation_Photocopying_of_Replacement_Pages/Guidelines_for_Preservation_Photocopying_of_Replacement_Pages.htm

ANSI/NISO Z39.48 - 1992(R2002) Permanence of Paper for Publications and Documents in Libraries and Archives

http://www.niso.org/standards/std_preserv_store.html

September 15

Photographic and Recording Media

- Physical characteristics and aging for photographic and recording media.
- Guest Speaker: Miriam Meislik, Archive Service Center
- **Assignment #1 - Replacement/Reformatting Options Due**

Required Readings:

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See "Preservation of Information in Nonpaper Formats," by Eleanore Stewart and Paul N. Banks: Chapter 18

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999. Section 5, Leaflet 3
<http://www.nedcc.org/plam3/index5.htm>

Poole, Francis C. "Basic Strategies for Film Preservation In Libraries." Technical Services Quarterly. Volume 16, Number 4, 1999 pp. 1-10.

PRESERVATION 101: An Internet Course on Paper Preservation. Andover, MA: Northeast Document Conservation Center, 2003. Lesson 7
<http://www.nedcc.org/p101cs/lesson7.htm>

Recommended Readings:

ACRL Media Resources Committee. "Guidelines for Media Resources in Academic Libraries: A Draft." C&RL News. May 1998, pp. 357-364.
<http://www.ala.org/acrl/guides/medresg.html>

Albright, Gary. "Care of Photographs." C&RL News. September 1997, pp. 561-563. The Book of Film Care. Rochester, NY: Eastman Kodak Company, 1992. Chapter 3, pp. 16-35

Buchanan, Sally A. and Margaret Domer. "Writing with light." Wilson Library Bulletin 69 (June 1995), pp 68.

McCabe, Constance. "Photographic preservation: addressing complex institutional

Reilly, James M. Care and Identification of 19th Century Photographic Prints. Kodak Publication No. G-25. Rochester, NY: Eastman Kodak Company, 1986.

September 22nd - Archives and Manuscripts

- How archival and manuscript collections differ from books
- Organization of materials, nature of use, variety of formats
- Preservation challenges
- Guest Speaker: Kate Colligan, Archivist, University of Pittsburgh

Required Readings

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See "Preservation Program Planning for Archives and Historical Records Repositories," by Christine Ward: Chapter 3

PRESERVATION 101: An Internet Course on Paper Preservation. Andover, MA: Northeast Document Conservation Center, 2003. Lesson 2
<http://www.nedcc.org/p101cs/lesson1.htm>

Conserve O Grams. National Park Service: Washington D.C.

Archival and Manuscript Collections and Rare Books:

19/15 Storing Archival Paper-Based Materials

19/16 Housing Archival Paper-Based Materials

19/17 Handling Archival Documents and Manuscripts

19/18 How to Care for Bound Archival Materials

http://www.cr.nps.gov/museum/publications/consveogram/cons_toc.html

Recommended Readings

Conway, Paul. "Archival Preservation Practice in a Nationwide Context," American Archivist 53 (Spring 1990): 204-222.

Ritzenthaler, Mary Lynn. Preserving Archives and Manuscripts. Society of American Archivists. 1993. Chapter 8

September 29 - Collections Conservation

- Collections Conservation

- Visit University of Pittsburgh Conservation Laboratory, 7500 Thomas Boulevard
- Revised class time – 6:30pm – 8:30pm
- Mass Deacidification

Required Readings

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See “The Conservation of General Collections,” by Jan Merrill-Oldham and Nancy Carlson Schrock: Chapter 13

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999.
Section 6, Leaflet 2-6
<http://www.nedcc.org/plam3/index6.htm>

PRESERVATION 101: An Internet Course on Paper Preservation. Andover, MA: Northeast Document Conservation Center, 2003. Lesson 4
<http://www.nedcc.org/p101cs/lesson4.htm>

AIC Code of Ethics. <http://palimpsest.stanford.edu/aic/pubs/ethics.html>

Harris, Kenneth E. “Saving the Written Word: Mass Deacidification at the Library of Congress,” Preservation Directorate, Library of Congress, Washington, DC. 2000.

Recommended Readings

Baker, Nicholson. Double Fold: Libraries and the Assault on Paper. New York, NY: Random House, 2001.
Chapters 12-13 (pp. 111-135).

Brown, Margaret, with Etherington, Don, and Ogden, Linda K. Boxes for the protection of rare books: Their Design and Construction. Washington, D.C.: Library of Congress, 1982, pp. xi-xvii.

Buchanan, Sally A. “We all do it, why not do it right?” Wilson Library Bulletin 68. April 1994.

Grandinette, Maria and Randy Silverman “The Library Collections Conservation Discussion Group: Taking a Comprehensive Look at Book Repair.” Library Resources and Technical Services. July 1994, pp. 281-287.

Grandinette, Maria and Randy Silverman, compilers. The Changing Role of Book Repair in ARL Libraries (A SPEC Kit). Washington, DC: ARL/OMS 1993.

Kellerman, Suzanne. "Combating whole-book deterioration: the rebinding and mass deacidification program at Penn State University Libraries." Library Resources and Technical Services. Vol. 43, No. 3. July 1999, pp. 170-177.

Pickwood, Nicholas. "Distinguishing Between the Good and Bad Repair of Books." Conservation and Preservation in Small Libraries. Edited by Nicholas Hadgraft and Katherine Swift. Cambridge: Parker Library Publication, Corpus Christi College, 1994. Pp. 141-149

Strauss, Robert, J. "Mass-deacidification: where it fits in with reformatting." Microform and Imaging Review Vol. 29, No. 1 Winter 2000, pp. 8-10

October 6 - Treatment of Rare Books and Specialized Collections

- Visit Special Collections, 363 Hillman Library – Meeting place TBA
- Conservation for Archival, Museum, and Specialized Collections
- Importance of the artifact
- Descriptive Bibliography

Required Readings:

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See "Special Collections Conservation," by Eleanore Stewart: Chapter 16.

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999.

Section 6, Leaflet 7-9

<http://www.nedcc.org/plam3/index6.htm>

Belanger, Terry. "Descriptive Bibliography," Book Collecting: A Modern Guide, ed. by Jean Peters. NY: R.R. Bowker Company, 1977, pp. 97-115.

Conserve O Grams. National Park Service: Washington D.C.

Archival and Manuscript Collections and Rare Books:

19/1 What makes a Book Rare?

19/2 Care and Security of Rare Books

19/3 Use and Handling of Rare Books

http://www.cr.nps.gov/museum/publications/consveogram/cons_toc.html

Recommended Readings

Kamel, Pauline. "Conservation Treatment of Rare Books," Feliciter. Vol. 45, No. 2, 1999, pp. 198-112.

October 13 – Environmental Control/ Exhibitions

- Visit to University Art Gallery / Frick Fine Arts Building – Meeting Place - TBA
- Monitoring the Environment
- Temperature and humidity control
- Integrated Pest Management
- Security measures
- Exhibition work

Required Readings

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See “Environment and Building Design” by Paul Banks: Chapter 7; “Library and Archives Security,” by Richard Strassberg: Chapter 10 and “Exhibition Policy and Preparation,” by Roberta Pilette: Chapter 11.

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999.

Section 2, Leaflet 1-5

<http://www.nedcc.org/plam3/index2.htm>

Section 3, Leaflets 2, 10, 11, 12

<http://www.nedcc.org/plam3/index3.htm>

PRESERVATION 101: An Internet Course on Paper Preservation. Andover, MA: Northeast Document Conservation Center, 2003. Lesson 3

<http://www.nedcc.org/p101cs/lesson3.htm>

Recommended Readings

ANSI/NISO Z39.79 - 2001 Environmental Conditions for Exhibiting Library and Archival Materials.

http://www.niso.org/standards/std_preserv_store.html

Druzik, James R., and Paul N. Banks. “Appropriate standards for the indoor environment.” Conservation Administration News 62-63. Summer/Fall 1995.

Harris, Carolyn L and Paul Banks. “The Library Environment and the Preservation of Library Materials.” Facilities Manager, Fall 1990: 21-24.

Pearson, Colin and King, Steve. “Passive Environmental Control for Small Cultural Institutions in Australia.” Australian Academic and Research Libraries. Vol. 31, June 2000, pp. 69-78.

Ritzenthaler, Mary Lynn. Archives and Manuscripts Conservation: A Manual of Physical Care and Management. Chicago: Society of American Archivists, 1983.

October 20 - Commercial Library Binding

- National Standards
- Binding Contracts
- Terminology
- Binding styles and types
- Guest Speaker : Gary Wert, President of Wert Bookbindery
- **Assignment #2 – 15 points – Rare Books and Conservation Collation**

Required Readings

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See “Commercial Library Binding,” by John F. Dean: Chapter 14

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999.

Section 6, Leaflet 1

<http://www.nedcc.org/plam3/index6.htm>

ANSI/NISO Z39.78 - 2000 Library Binding

http://www.niso.org/standards/std_preserv_store.html#Z39.78

Recommended Readings

Anderson, Iris W. 1999. To bind or not to bind. Information Outlook 3, no. 11: 24-28.

Buchanan, Sally A. “The ties that bind.” Wilson Library Bulletin 68. February 1994. Pp. 52-53

Merrill-Oldham, Jan and Paul Parisi. Librarians’ Guide to the Library Binding Institute’s Standard for Library Binding. Chicago: ALA, 1990.

October 27 Digitization

- Digital preservation vs. preservation of digital information.
- Hybrid systems
- Digital reformatting for preservation; institutional commitment.
- Guest Speaker: Edward Galloway, Head, Digital Research Library at Pitt

Required Readings:

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See “Issues in Digital Archiving” by Peter S. Graham: Chapter 6 and “Digitization for Preservation and Access” by Paula De Stefano: Chapter 17.

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999. Section 5, Leaflet 4-5
<http://www.nedcc.org/plam3/index5.htm>

Gertz, Janet. “Selection for Preservation in the Digital Age: an Overview.” Library Resources and Technical Services. Volume 44, No. 2, April 2000, pp. 97-104.

Parkes, Mitchell. 1999. A review of the preservation issues associated with digital documents. Australian Library Journal 48, no. 4: 358-77.

Recommended Readings:

Baker, Nicholson. Double Fold: Libraries and the Assault on Paper. New York, NY: Random House, 2001.
Chapters 34 and 35

Rothenberg, Jeff. “Avoiding Technological Quicksand: Finding a Viable Technical Foundation for Digital Preservation.” Washington, DC: Council on Library and Information Resources, January 1999.
<http://www.clir.org/pubs/reports/reports.html>
Pub77

Smith, Abby. “Why Digitize?” Washington, DC: Council on Library and Information Resources, February 1999.
<http://www.clir.org/pubs/reports/reports.html>
pub80

November 3 - Analog verses Electronic Media; Movement Towards Digital Technology

- Technology Obsolescence
- View “Into the Future” video
- **Assignment #3 – 20 points - Digitization as a Preservation Reformatting Technique Position Paper**

Required Readings:

Conserve O Grams. National Park Service: Washington D.C.

Archival and Manuscript Collections and Rare Books:

19/19 Care of Archival Compact Disks

19/20 Care of Archival Digital and Magnetic Media

http://www.cr.nps.gov/museum/publications/consveogram/cons_toc.html

Byers, Fred, R. "Care and Handling of CDs and DVDs: A Guide for Librarians and Archivists." Washington, DC: Council on Library and Information Resources, October 2003.

<http://www.clir.org/pubs/reports/reports.html>

Pub121

Bogart, John Van. "Magnetic Tape Storage and Handling: A Guide for Librarians and Archivists." Washington, DC: Council on Library and Information Resources, June 1995.

<http://www.clir.org/pubs/reports/reports.html>

Pub54

November 10 - Preservation Planning and Administration

- Understanding Institutional Needs
- Building Preservation Programs Locally
- Advocating for preservation at institutional and governmental levels.
- Short Term Goals and Long Term Planning
- Collection Assessments
- Fund-raising
- **Assignment #4 - In-class exercise and presentation (graded)**

Required Readings

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. Review "Defining the Library Preservation Program: Policies and Organization," by Carolyn Clark Morrow: Chapter 1; "Preservation Programs in High-Use Library Collections," by Sara R. Williams: Chapter 2; "Programs, Priorities, and Funding," by Margaret Child and Laura Word: Chapter 4.

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999.

Section 1, Leaflets 1 and 2

<http://www.nedcc.org/plam3/index1.htm>

PRESERVATION 101: An Internet Course on Paper Preservation. Andover, MA:

Northeast Document Conservation Center, 2003. Lesson 8

<http://www.nedcc.org/p101cs/lesson1.htm>

Smith, Abby. "The Future of the Past: Preservation in American Research Libraries." Washington, DC: Council on Library and Information Resources, April 1999.
<http://www.clir.org/pubs/reports/reports.html>
pub82 – available in PDF or full text

Recommended Readings

Library Preservation and Conservation Tutorial. Council on Library and Information Resources (CLIR) and Cornell University Library.
Read Section on "Supporting the Effort"
http://www.librarypreservation.org/support_effort/index.htm

November 17 - Education and Outreach / Care, Handling, and Storage

- **Assignment #4 - In-class exercise and presentations continued (graded)**
- Training needs and ideas for staff and users
- Public relations and education for preservation activities and programs
- Continuing education for professional librarians and archivists
- Care, handling, and storage for library and archival materials

Required Readings

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. "Collections and Stack Management," by Duane A. Watson: Chapter 8.

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999.
Section 4, Leaflets 1-11
<http://www.nedcc.org/plam3/index4.htm>

PRESERVATION 101: An Internet Course on Paper Preservation. Andover, MA: Northeast Document Conservation Center, 2003. Lesson 5
<http://www.nedcc.org/p101cs/lesson5.htm>

Buchanan, Sally A. and Mia Esserman. "Staff and User Education." Wilson Library Bulletin 68. October 1994. Pps. 63-64.

Intner, Sheila S. "Preservation Training for Library Users." Technicalities 14. September 1994. Pps. 7-10.

Kaufman, Diane. "Building Preservation Awareness." College and Research Libraries News No. 10. November 1995. Pps. 707-708.

Recommended Readings

Drewes, Jeanne M. and Julie A. Page. Promoting Preservation Awareness in Libraries. Westport, CT: Greenwood, 1997. Pps. 13-32 (Rolich), 40-44 (Greene).

November 24 – No Class –Have a happy Thanksgiving!

- **Assignment #5 - Research Project and Paper – 40 Points – Due November 23rd**
- Please submit your assignment via email to jeanann@pitt.edu and kwerner@hotmail.com or leave a hard-copy in Kate Werner's SIS mailbox no later than 5:00pm on November 23rd.

December 1 Disaster Response and Recovery

- Planning for disasters
- Potential for loss in libraries, archives, and museums
- Recovery techniques

Required Readings

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See "Preservation Management: Emergency Preparedness" by Sally A. Buchanan: Chapter 9

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999.
Section 3, Leaflets 1-9
<http://www.nedcc.org/plam3/index3.htm>

Nyberg, Sandra. "The Invasion of the Giant Spore." SOLINET Preservation Leaflet No. 5. Atlanta, GA.: SOLINET, 1987.
<http://palimpsest.stanford.edu/byauth/nyberg/spore.html>

PRESERVATION 101: An Internet Course on Paper Preservation. Andover, MA: Northeast Document Conservation Center, 2003. Lesson 6
<http://www.nedcc.org/p101cs/lesson6.htm>

Recommended Readings

Buchanan, Sally. "Disasters: Prevention, Preparedness, and Action." Library Trends. Vol. 30 (1981) 241-252

DiMattia, Susan S. 2001. Planning for continuity. Library Journal 126, no. 19: 32-34.

Johnson, Steve. 1999. Library disaster recovery: the fine art of gift raising. Library Collections, Acquisitions, and Technical Services 23, no. 1: 133-34.
Available online via PittCat.

Kenney, Brian J. 2001. Central libraries in uncertain times. Library Journal 126, no. 19: 36-37.

Preiss, Lydia. 1999. Learning from disaster: A decade of experience at the National Library of Australia. International Preservation News 20: 19-26.

December 8 - Current State of Need and Looking Ahead

- Collection Development Policies
- Planning Preservation Activities
- Managing Full or Part-Time Programs
- Identification of National Actions
- Collaboration
- **Assignment #6 – Current State of Need and Looking Ahead - In-class exercise (graded)**

Required Readings

Banks, Paul N. and Pilette, Roberta. Preservation: Issues and Planning. Chicago: ALA 2000. See “Planning for Preservation in Libraries,” by Jutta Reed-Scott: Chapter 5

Preservation of Library and Archival Materials: A Manual. Andover, MA: Northeast Document Conservation Center, 1999.

Section 1, Leaflets 3-8

<http://www.nedcc.org/plam3/index1.htm>

Atkinson, Ross W. “Selection for Preservation: A Materialistic Approach.” Library Resources and Technical Services. V.30, October 1986. Pps. 341-353

Child, Margaret S. “Further Thoughts on ‘Selection for Preservation: A Materialistic Approach.’” Library Resources and Technical Services. V. 30, October 1986. Pp. 354-362.

Cloonan, Michele. “W(h)ither preservation?,” Library Quarterly. Vol. 71, No. 2, April 2001, pp. 231-242.

Recommended Readings

Atkinson, Ross. “Preservation and Collection Development: Toward a Political Synthesis.” Journal of Academic Librarianship (May 1990) Vol. 16 pp. 98-103

Baker, Nicholson. Double Fold: Libraries and the Assault on Paper. New York, NY: Random House, 2001.

Epilogue – pg. 270

Darling, Pamela W. and Wes Boomgaarden. Preservation Planning Program: An Assisted Self-Study Manual for Libraries. Washington, DC: Office of Management Studies, ARL, 1987.

Franklin, Phyllis. “Scholars, Librarians, and the Future of Primary Records.” College and Research Libraries. September 1993.