

Questions of ownership

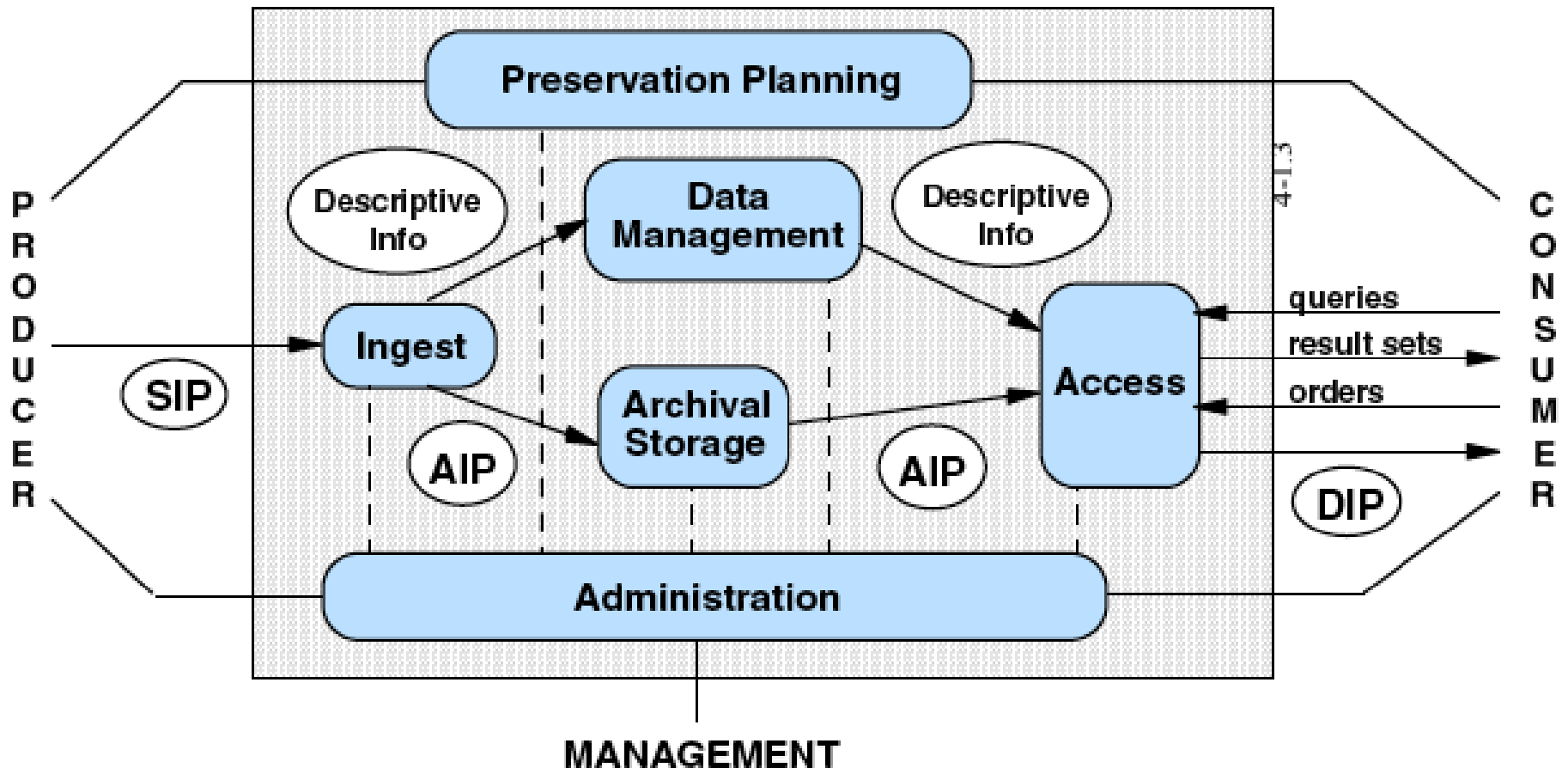
Experiences with collecting
born-digital material
at the
Wellcome Library

Chris Hilton, 21 November 2011

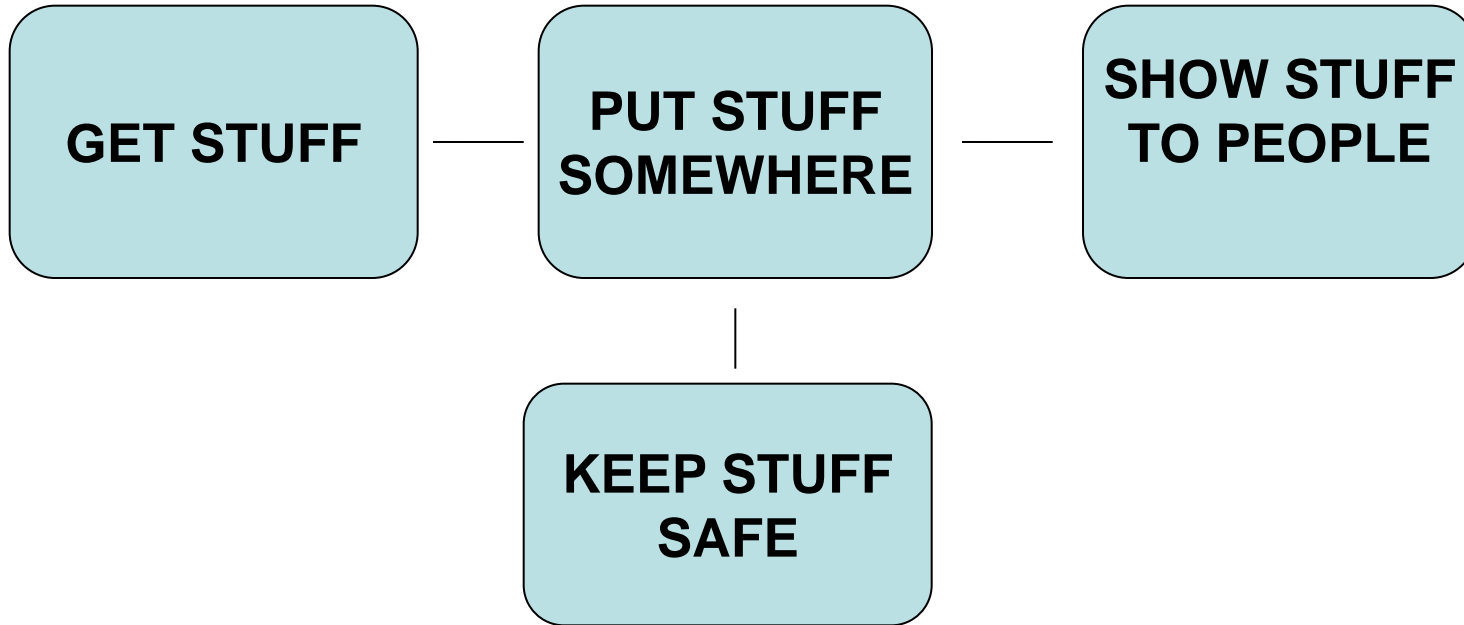
“Collecting born-digital material”

Collecting institution means:

- We can say no
- We can't compel



OAIS Model – proposed revision



Who owns the 1s and 0s?

- Deposit – how could we give it back?
- Risk of proliferating copies
- Simpler for us if ownership is transferred
- So far, gift not purchase – but...
 - Multiple copies push down value
 - More of a hassle if money changes hands

- Note added to transfer form:

“The organisation / individual named above has deposited the material specified in this agreement exclusively with the Wellcome Library and no other institution.”

Who owns the rights?

- Copying is built into the entire process
 - Preservation and migration
 - Production
 - Ease of subsequent copying
- Life is simpler if we have the copyright!
- Whatever happens: we need clear and explicit agreement to what we'll need to do

- **“Readers may be supplied with copies of the material subject to the usual Wellcome Library conditions.**
- **The Wellcome Library will take reasonable measures to prevent inadvertent or unauthorised access to, duplication of, or distribution of the material.**
- **The Wellcome Library, or its authorised agents, will undertake all necessary preservation and conservation work including storage, translation, copying, and migration for the purposes of maintaining access.**
- **The Wellcome Library will create catalogues and metadata, the copyright of which is owned by the Library.”**

Emotional ownership

- Key archival soft skill
- ACCESS the key concept
 - Going beyond actual “owners”
- Digitisation programme acting as a test-bed
 - Existing access policy PLUS
 - Tighter procedures: nothing under 10 years old web-accessible
 - Granularity
 - Take-down first, ask questions later

Wellcome Digital Library

- Access policy:

<http://library.wellcome.ac.uk/assets/WTX063805.pdf>



Access to Archives

Wellcome Library policy on personal data within archives

The Wellcome Library makes its collections freely accessible to the public in order to promote the understanding of medicine and its role in society, past and present. As part of its mission, the Library is committed to widening public access to its Archives and Manuscripts collections as far as possible, while at the same time handling personal information in the archives ethically, responsibly and lawfully.

The Library's *Access to Archives* Policy outlines the steps taken by the Library to balance the access needs of researchers with its duty of care to individuals mentioned in its archive collections. The Policy covers the following topics:

[Legislative background](#)

A brief introduction to the Data Protection Act 1998, and an overview of the legal basis on which the Library makes personal data in its archives collections accessible for research.

[Access categories](#)

The Library's procedure for judging which access category (i.e. open, restricted or closed) is appropriate for each set of personal data in its archives.

[Online access to archives](#)

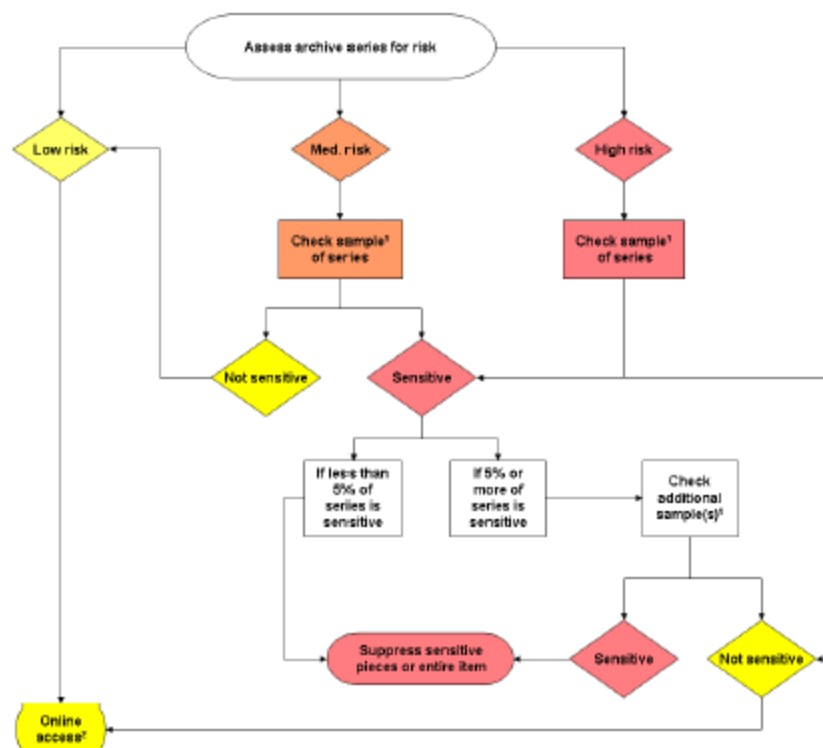
An overview of the basis on which the Library may make digital records available online, plus details of the Library's takedown policy and risk assessment procedure for identifying high-risk material prior to online publication.

[Consulting the archives](#)

A guide to which categories of archive are suitable for consultation in the Library only, which

Appendix 1

Risk assessment workflow for material to be made available online



¹Risk assessment sampling procedure

The Archives and Manuscripts team assesses each series of records against the criteria laid out in paragraph 3.4.2.1, assigns the archive series the appropriate risk category (A Low, B Medium or C High), and stipulates the size of the sample to be examined in detail. As the table below indicates, the size of the sample for risk categories B and C is flexible to take into account the size and nature of the archive series in question.

For example, it may be necessary to check 100% of a category B series which comprises 2 files and is ambiguously described in the catalogue. On the other hand, it may be necessary to check only 75% of a

TRUST ME, I'M AN
ARCHIVIST

“Trusted Digital Repository”



“Trusted Repository”

Ariadne

www.ariadne.ac.uk

- Issue 50 – “Collecting Born Digital Archives at the Wellcome Library”
- Issue 53 – “Further Experiences in Collecting Born Digital Archives at the Wellcome Library”
- Issue 63 – “A Pragmatic Approach to Preferred File Formats for Acquisition”
- Issue 65 – “Trust me, I’m an Archivist”

[Christopher Hilton, Dave Thompson, Natalie Walters]