

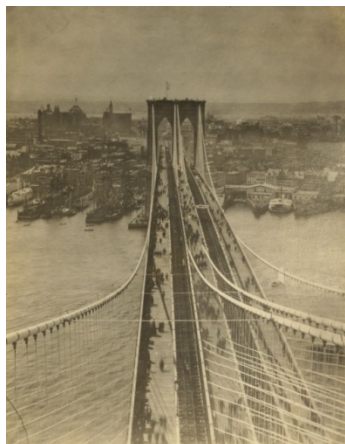
## Preparing Information Professionals as Digital Managers

Pratt-SILS with Brooklyn Historical Society (BHS), Brooklyn Museum (BM) & Brooklyn Public Library (BPL),  
Project CHART: Digitizing Brooklyn Historical Photography

### PROJECT NARRATIVE

#### I. ASSESSMENT OF NEED

**Introduction:** Project CHART responds to the challenge and need for LIS education to prepare information professionals as digital managers and curators for digital collections and services in cultural institutions. Pratt-SILS and its three partner institutions have been working together over the past few years on projects for access and preservation using Pratt interns. This project builds on our collaborative activities and mutual interests in advancing education for information professionals to better serve libraries, archives and museums in the digital age.



Unknown artist. Brooklyn Bridge from Brooklyn Tower Looking Toward New York, May 25, 1883, 1883 Photograph. Brooklyn Museum Libraries, Special Collections

#### **CHART – the elements**

##### **Cultural**

**Heritage** – represented by Brooklyn historical Photograph Collections are digitized for access, education and scholarship

**Access** – applying user-centered methods for search, content discovery, metadata, taxonomy, semantic Web

**Research** – the professional landscape for digital managers to define roles and responsibilities and knowledge and skills required to be effective and valued professionals; research technical and user aspects of the project

**Technology** – evaluate and select appropriate technology including open source software, project platforms, search engines and content management systems; design project site employing usability testing, social media, user participation and data sharing

**Collaborating Across Institutions:** Drawing upon Pratt-SILS' in depth programs in arts, humanities and cultural informatics, and IMLS projects, enables us now to build on lessons learned and to develop our educational programs to meet 21<sup>st</sup> century challenges for information professionals in the digital age. The IMLS projects to date

have focused on urban librarianship with BPL (Project PULSE), archives training and education with BHS (Project GATEWAY) and museum archives and libraries with BM (Project M-LEAD). This proposal brings together these same three cultural institutions to collaborate on a path-breaking project focused on Brooklyn photography designed specifically to support the learning experience of Pratt students. Concentrating on the digitization of historical images of Brooklyn, CHART offers students exceptional educational opportunities to master key aspects of digital imaging ranging from scanning and creation of metadata to the introduction of these images to a large and varied audience.

**Librarians and Archivists Prepared for the New Digital Landscape – an Urgent Need:** Given the project's grounding in digital management as it would be practiced in libraries, museums and archives, CHART also speaks to the emerging related field of digital curation. For this project we are referring to a team of specialists who will work together at each institution to select, scan, describe, preserve, organize and provide access to digital images as we seek to train Pratt's MSLS students to become managers of digital images within this framework so that they are prepared as professionals after they graduate for the new digital landscape. We take a fresh look at the roles and responsibilities of digital managers in and their education needs. What now creates the new digital landscape, are the accumulated digital assets produced by cultural institutions growing day by day including digital exhibitions, image and collection databases, publications, education materials, films, video and social media such as blogs, Flickr, Facebook, etc. Because these assets are dispersed and administered variously, cultural institutions are only beginning to realize the importance of their "digital-self," their major financial investments in valued digital assets as well as the value of digital services to users (be they institutional staff, scholars, researchers or the general public) being conceptualized in new and exciting ways. Thus, if LIS professionals are to assume roles as digital managers of these assets, they will need to think beyond the physical boundaries within archives, libraries and museums, to provide overarching services to an institution's diverse constituencies who themselves produce and use digital resources. From this vantage point, the need for managing digital information and objects becomes apparent as does the need to prepare information professionals with the skills

and knowledge to be able to assume this role effectively. Project CHART makes significant progress towards achieving this goal as it builds upon Pratt's [certificates in archives and in museum libraries](#) in addition to its programs in [cultural informatics and in rare books and special collections](#). Thus, given the importance of preserving and providing access to digital assets, information professionals must be prepared to assume this role or they risk being side-lined by professionals coming from outside the library and archives field who will.

**Curriculum for Digital Management - A Work in Progress:** We have already made significant strides in developing curriculum and most recently introduced several courses that not only demonstrate our commitment to this field, but as well our expertise and focus in working in cultural contexts. These are: Conservation Lab -fall 09; Cultural Heritage Conservation- summer 09, Florence; Cultural Heritage Access and Description-spring 2010, Social Media – spring 2010, Digital Preservation - summer 08, Issues in Management of Digital Information Technologies – summer 08. Further, in fall 08, we introduced a new dual master's degree, MSLIS and MFA in Digital Arts, to prepare students to use digital tools for creating virtual learning and information environments to serve needs of cultural institutions.

**Gathering and Evaluating Data for Assessment:** Over the past year, Pratt-SILS carried out two student surveys in fall 08, one by the SILS office and one by SILS Student Association, as well as a fall 09 alumni survey of recent graduates. Of the 60 respondents, 88% were working as Information professionals. And most recently, on October 23, we held a focus group session of 21 students who are graduating in May and in addition. In addition, Brooklyn Museum held a symposium for the art library community as part of IMLS M-LEAD providing an opportunity for conversations with NYC's leading art museum librarians and archivists. What we found, quite unexpectedly, was a clear consensus among about LIS education – students and professionals felt that graduates of LIS programs need to develop higher level skill levels in digital technology applicable in a range of information environments that include for example - digital information management, design, selection, preservation, access and description, social media applications, digital repositories, etc. Looking at this result, and in light of the large percentage of Pratt students that wish to pursue careers in arts and humanities librarianship as part of our cultural informatics program, it is evident that students see a growing need to acquire knowledge and skills that in essence define the digital manger.

### **Perspectives from the Field on Managing our Digital Future**

Digital Managers for libraries, museums and archives will work increasingly in an expanding digital landscape that includes not only digital assets and objects but as well digital resources and services, public interaction through social media, online exhibitions and educational programs. The following articles take up the roles of digital curators which interface with those of digital managers- a role only now coming into focus as the digital realm of institutions expands.

**Towards a definition:** A [JISC Briefing Paper from 20 November 2006](#) sees digital preservation as a core activity stating that, "Digital curation builds upon the underlying concepts of digital preservation whilst emphasizing opportunities for added value and knowledge through annotation and continuing resource management. Preservation is a curation activity, although both are concerned with managing digital resources with no significant (or only controlled) changes over time." Elizabeth Yakel presents her "Viewpoint" on Digital Curation," in [OCLC Systems & Services: International digital library perspectives](#) proscripting a foundational approach by pointing out that, "the words digital and curator/curation have been in the vocabularies of librarians and archivists for decades and information professionals have carried out many of the work activities now being ascribed to digital curators, the actual term 'digital curation' has come to the fore more recently."

**Defining skills and roles:** A recent article in, [The International Journal of Digital Curation](#) (Issue 2, Volume 4 2009) entitled, "Skilling Up to Do Data: Whose Role, Whose Responsibility, Whose Career?" by Graham Pryor, Martin Donnelly outlines what might be identified as the skills and knowledge central to digital management and curation while taking into account the highly diverse institutional landscapes in which it is being applied and that to date, scientific research and "data" curation have dominated this field. Importantly, Project CHART focuses on LIS education in this field in the context of museums, libraries and archives and which comes under Pratt's umbrella program in cultural informatics defined at the intersection of culture, digital technology and information science.

**Cultural Contexts:** In September 2008, the theme of the annual conference of the [International Documentation Committee of the International Council of Museums](#) held in Athens was, "Digital Curation and Cultural Heritage," for which the focus of the meeting was, "to understand and re-contextualize the know-how and history of established curatorial practice in museums, and memory institutions, in general, in the new field of digital cultural heritage; to review and discuss the applicability of standards- and good practice-related work in the context of managing digital

cultural information; and to identify and explore the issues, methods and challenges involved with the development of new genres and contexts of virtual exhibition, e-learning and technology-enhanced services for scholarship and research.” With Project CHART, we move from textual and scientific documents to placing cultural objects at the heart of the enterprise. In this zone, digital assets are generally perceived to be of lasting value with the expectation that cultural objects will be preserved in perpetuity. In light of today’s global concern for sustainability, the role of digital preservation relative to the sustainability of world cultures takes on greater significance comparable to that of the environment. Preservation and access remain core functions of digital managers for which a key tenant is public interaction with and engagement in cultural experiences which underscore the need for cultural Websites that employ social media. Project CHART brings special focus to these areas by digitizing valued resources of Brooklyn and providing access to these objects making possible new knowledge creation, user engagement and education. Clearly, more research is needed to develop reliable frameworks by which people can seamlessly access digital collections across portals, geographic and institutional boundaries. Working in collaboration with Brooklyn’s leading cultural institutions, we address these issues which are integrated into the project’s design as is modeling best digital practices for today’s dynamic learning environment. Although born out of the scientific research community, the cultural community is expanding the purview of information professionals by re-visioning traditional library, museum and archival roles by which physical and digital objects are part of a shared continuum of digital capture, curation and preservation to provide access to and use of both digitized and born digital documents and to communicate their meaning and value to society.

## 2. IMPACT

As project goals are achieved, we will work toward outcomes that assure CHART’s impact for advancing the digital world of cultural institutions which spells recognition of the important contributions information professionals make to sustainable culture and to assuring public access, interaction and participation in their valuable content, both physical and digital. This in turn will serve to advance the status of digital managers and curators as they respond to the exponential growth of digital assets of cultural institutions making their roles essential to fulfilling the promise the digital future. Graduates of this collaborative project in the context of digital culture will be more valued and recognized broadly as critical to the mission of cultural institutions and digital managers viewed at the heart of the information professions.

- LIS Schools will develop digital management programs and recruit students to the field.
- LIS Schools will develop more specialized courses that address the range of knowledge and skills required for the field.
- The information professions recognize commonalities across libraries, archives and museums in areas such as digital preservation, digital exhibitions, collections and services so that students specializing in DC can work equally in these information environments.
- The knowledge and skills essential for managing, preserving and providing access to cultural heritage collections as well as born-digital from digital documents to digital arts will become a more clearly defined and understood.



## 3. DIVERSITY

Diversity is an important aspect of Project CHART from a number of perspectives that both enrich and strengthen it.

**Serving Diverse Communities:** Each of the four partner institutions serves a diverse community of library users from the public library community of BPL, the art museum community of BM and the archives and education community of BHS to the graduate education community of Pratt-SILS. The project will make readily available to this diverse group of users including those accessing the Internet, a rich array of images of Brooklyn. Each institution has strong educational programs that

draw upon their collections and services and each is working towards strengthening digital library services designed to accommodate the diversity of the communities they serve. Project CHART makes an important contribution to this effort. **Recruiting a Group of Diverse Students:** Pratt recruits students through a range of activities including the Pratt-SILS Website, open houses, outreach to library assistant programs at NYPL, BPL and Queens Library and to prospective students from underserved groups and communities especially Hispanic, Asian and African-American students. Looking at our track record for our past IMLS grants, we achieved at least 50% minority enrollment and our goal for CHART is similarly set at a minimum of 50% minority students.

**Digital Resources for Literacy, Education and Outreach:** New digital resources are increasingly important to teachers and their students including the K-12 audience as they bring valuable resources to children who may otherwise not have access to them, as well as to those on-site users for which cultural resources are a key attraction for a library visit as they uniquely connect with a community's diversity – this is especially true for BPL, one of the most diverse library communities in the nation. We envision that the shared Website will increase awareness of the collections and services of BHS, BM and BPL and also will serve to reinforce community connections across these institutions.

**Providing Educational Opportunities for Underserved Groups:** Besides the educational opportunity of having access to the project's digitized collections, each institution will be using this resource to develop literacy and educational programs and will be reaching out to the underserved groups of their communities to elicit their participation.

#### **4. PROJECT DESIGN AND EVALUATION: CHART: A Vehicle for Learning & Collaboration**

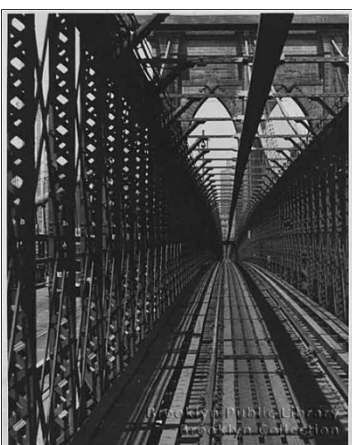
Three signature aspects of the project design are:

**1. Project CHART is specifically designed to meet the needs of the educational program:** Designed collaboratively between Pratt, BHS, BM and BPL, it serves concurrently the students' educational goals and the goals for digital collections of the partnering institutions.

**2. Students are at the heart of the CHART project team:** The project is carried out by a team with members from all four institutions each having 2 interns, project managers, and supervision from the Library, Archives and Digital Management staff and Pratt faculty. Team CHART meets regularly to discuss all aspects of the project, share ideas, carry out research related to technical specifications, usability testing, work protocols, etc. Thus, a major feature of CHART's design is that internships are not simply based on regular activities of the partnering institution(s), but rather, the digitization project on Brooklyn photography from the collections of three leading Brooklyn institutions is designed to match the educational goals of Pratt students and the outreach goals of BHS, BM and BPL and



**3. Dedicated project workstations accommodate student learning:** Given that CHART is geared to the students' education for digital management and that students participate fully as members of the project team collegially, CHART further reflects this enhanced student role in that BHS, BM and BPL each set-up a project workstation for student interns so that rather than competing for or interfering with an institutions resources and activities, they have a place to call their own, a home away from home, and as such, their work can be more focused and productive. Given the varied and technical nature of project work, this new approach should lead to accelerated student learning and thus the project workstation is configured to support a range of curatorial activities and will house a scanner and photographic stand, computer and large monitor and provide access to institutional networks and systems. At BPL supervised by the project manager, interns also work on developing the Brooklyn photography web portal with tasks such as scanning, metadata creation, content management and web development.



Irving I. Herzberg, 1950s,  
Brooklyn Bridge – BPL

**CHART-ing our course:** Through a planning process over several months of meetings, we arrived at a shared vision of the project's materials, methods, goals and outcomes as well as deciding upon what collections would best serve a shared digitization project that includes global access on the Internet to the new resources. With this in mind, photographic collections were selected as this was a media for which each institution had significant holdings that would garner strong interest from the Brooklyn community and serve a national and international audience. The choice of project elements is closely tied to creating an exciting learning environment and experience and support the curriculum. The team approach allows students to participate in all project activities so that they are trained in and apply the skills needed for digital managers.

Newly digitized photographs of Brooklyn steeped in its historical and literary past picture its people and places.

*Serene was a word you could put to Brooklyn, New York - especially in the summer of 1912. A Tree Grows in Brooklyn - Betty Smith  
Brooklyn of ample hills was mine. Crossing Brooklyn Ferry - Walt Whitman*

## Project Goals:

### a. Students and Education

Recruit a highly diverse and talented group of 18 students to pursue careers as digital managers and curators and increase capacity and diversity in this emerging field.

- Award tuition scholarships for Pratt's newly developed 18-credit digital management program.
- Students enroll in Pratt-SILS and complete the MSLIS and digital management program.
- Pratt creates a new curricular model for digital management and develops courses for digital curation leading to a new DC certificate program that introduces new roles and responsibilities for information professionals in the digital age across libraries, museum and archives.
- 6 students per year are carry-out internships over two semesters, (15 eight-hour sessions each semester) at BPL, BHS and BM and participate as team members in project CHART with professional supervision gaining hands-on experience in project activities and research including selection, digitization, metadata and description.
- Students gain the knowledge and skills required to assume professional positions as digital managers.
- Students attend conferences and workshops and gain understanding of current issues as well as specialized skills needed perform effectively in the field.
- Students graduate from Pratt with an MSLIS and having completed the digital management program.
- Students obtain positions in libraries, archives or museums working as digital managers.

### b. Institutions

- The Project team performs activities and research to digitize Brooklyn historical photography and to develop ways to showcase these newly created digital assets
- CHART demonstrates the benefits of collaboration for cultural heritage across libraries, museums and archives as well their commonalities of purpose and programs and provides professional PT positions to recent MLS grads
- Goals of BHS, BM and BPL are advanced for digital projects for increased access to their collections and services and for enhanced public awareness and participation through project internships and activities
- BHS, BM and BPL collaborate on project CHART and complete the digitization project.
- BPL hosts the project Website providing access to the projects digital photographic collections of the three institutions as well as the shared content of the Website illuminating the social and cultural contexts and significance of the collections.
- Project results are disseminated through the Project Website, conference presentations and publications.

## FOCUSING ON CURRICULUM

Over the course of this project, we will be developing curriculum that supports digital management and further extends to digital curation which Pratt envisions as representing new program directions.

The program features six topic areas:

1. Management of digital collections
2. Digital Archives and Libraries and Social Media
3. Digital Preservation / Conservation;
4. Selection. Description & Access
5. Cultural Heritage Collections across Libraries, Museums & Archives;
6. Fieldwork (practicum / internship at a cultural institution)

**Learning in Collections, Labs and Seminars:** While many LIS programs are adopting distance education as their preferred milieu, Pratt has moved in quite the opposite direction with programs featuring hands-on project-based learning for theory, research and practice. Designed within this framework of small classes, seminar/ lab classrooms and learning on-site at libraries, museums and archives, a Pratt-SILS education offers unique learning opportunities. This 18-credit program in digital management program resides within Pratt's 36-credit MSLIS degree and forms the foundation for digital a curation program - a work in progress. Students choose from a course menu selecting one course from each of the six program areas. Looking at the model presented below, shows that students have many choices in each category and also may choose elective courses in related areas such as Programming for Interactivity, Usability Leadership and Information Architecture. Pratt's faculty is distinguished by their expertise and research in cultural informatics, digital libraries and archives and social media for user interaction which makes highly qualified for this program.



Brooklyn College Archives, Conservation Lab:  
Pratt-SILS students in Conservation Lab Course, fall 2009



Brooklyn Museum Libraries & Archives

**Digital Management: 18-credit program (six 3-credit courses) Students select one from each category**

- 1. Management of Digital Collections**
- Management of Electronic Records
  - Electronic Collections and Services
  - Issues in Management of Digital Information Technologies
  - Management of Archives & Special Collections
  - Foundations of Digital Curation (a new course being developed covers archival principles, management of digital collections, research, trends and issues)

- 4. Selection, Description and Access:**
- Metadata , Description and Access
  - Cultural Heritage Description & Access (new course by Dr. Pattuelli)
  - Advanced Cataloging

- 2. Digital Archives & Libraries and Social Media:**
- Projects in Digital Archives
  - Social Media
  - Digital Libraries
  - E-Publishing Summer School & Bloomsbury Conference, London
  - Creating Interactive Websites
  - Educational & Instructional Technology

- 5. Cultural Heritage Collections across Libraries, Museums and Archives:**
- Art Librarianship
  - Museum and Library Research at the Metropolitan Museum
  - Florentine Art and Culture: Museum & Library Resources & Documentation
  - LIS 694 Film and Media Collections
  - LIS 695 Photography Collection
- Collection Courses at NYPL, 42<sup>nd</sup> St.**
- Rare Books
  - Map Collections
  - Art Collections
  - Special Collections
  - Ephemera Collections
  - Performing Arts Librarianship at Lincoln Center

- 3. Digital Preservation/ Conservation (2 courses required - one from 1-3 and 4) Digital Preservation**
- Conservation Lab at Brooklyn College
  - Preservation / Conservation
  - Digital Preservation
  - Cultural Heritage Conservation in Florence with leading Italian conservators

**6. Fieldwork - Internship / Practicum**

**PROJECT EVALUATION AND ASSESSMENT:** The Education and Project Coordinator working closely with the project team and Dean of Pratt-SILS will have overall responsibility for project evaluation and as such will collect project data on a daily basis on work and activities and assess data and report back to team members. The project team which includes all four institutions will meet once a month to assess progress on project goals and assess processes and consider

needed adjustments. Pratt-SILS will take the lead role on curriculum assessment and on students' academic progress and achievement. SILS faculty will assess program, courses and student projects. The Coordinator and Dean will be responsible for meeting IMLS reporting requirements and schedule.

**Expanded Internship for CHART:** Internships/practicum are normally one semester. For Project CHART, interns work over the course of academic year for fall and spring which not only gives them a more intense and in-depth learning experience, but also extends their training period and hands-on work so that it takes place concurrently with their coursework. Importantly, this addresses continuity of learning and work. The synergy between the classroom and internship education serves to amplify the level of mastery students achieve and at the same time benefits the pace and production of the project. With this approach, students graduate ready to assume professional positions.

**Post MLS Professional Work Opportunities:** For CHART's three part-time positions (two project managers and a copyright photo researcher), we would seek to hire a recent MLS graduates with excellent skills, knowledge and experience in areas related to the project. This would be a valuable chance to work on an exciting collaborative project with distinguished professionals in which participants could hone skills and advance their careers.

### **Brooklyn Photography Collections to be Digitized by BPL, BM, BHS**

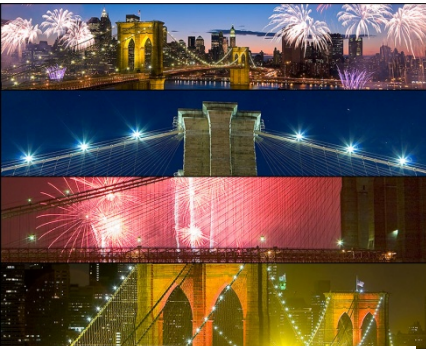


Photo by Etienne Frossard, BHS, 2009

Each of the three partner institutions holds important collections of Brooklyn historical photography that are little known and only accessible on site at the museum. Together these collections make up a comprehensive corpus of "Brooklyn – the way we were," and provide primary source material for serious researchers and scholars as well as K-12 students especially the many thousands living in Brooklyn historic neighborhoods. These collections when digitized will constitute for these institutions individually and collectively, not only a rich online resource for researcher, but equally, significant programmatic material for educational programs, exhibitions and interaction with the Brooklyn community. The photographic collections being digitized have heretofore only been accessible

to on-site users and thus this material represents little known and rarely viewed photographs. Produced by significant Brooklyn artist photographers, they will make a significant contribution to the public's perceptions and connections with Brooklyn's history, its many ethnic communities and important architectural sites. Here follows information from each partner on photos each intends to digitize.

#### **Brooklyn Public Library Collections for Digitization (5,593 images)**

**Subway Construction** - 303 Photographs of subway construction in downtown Brooklyn and other areas.

**Brooklyn Daily Eagle Photographs** – 4833 - The Brooklyn Daily Eagle Photograph Collection (c. 1900-1955) documents change and development in the urban environment throughout the first half of the twentieth century.

**Boris Schleifer** - 122 Photographs of Kingston Avenue Hospital taken in 1926.

**Rutter** (Brooklyn-based commercial photographer), 1924 - 100 bound Photographs.

**Rutter, Coney Island Boardwalk** – 85 Images

**Rutter, Snyder Ave etc** - 56 Photographs of various streets and buildings of importance from the 1920s.

**Rutter Other** - 85 Municipal views.

**Smith and Jay** - 12 Photographs documenting Brooklyn Streets.

**Gregg Chapel** - 40 Pictures of Italian immigrants; **Pigtown** - 29 Photographs show views of "Pigtown" area of East Flatbush; **Bobby Fischer** - 28 Snapshots of Brooklyn-raised chess master Bobby Fisher international tournament, 1962.

**Goldfarb** - 22 Images, late 1970s to 1980s show everyday scenes in Brooklyn; **Pope Mansion** - 16 Mostly interior shots of Pope Mansion, 871 Bushwick Ave., ca. 1910; **Shore Road** - 41 Shore Road scenes 1910-1911; **Steeplechase Park** - 25 Photographs of Coney Island's Steeplechase Park Circus. Photographs show acrobats, performers, and acts. Some photographs are signed by the performer.

#### **Brooklyn Historical Society Collection for Digitization (7,000 images)**

**1977 Blackout Slide Collection:** Images from the months after the July 13th Blackout of 1977.

**Quantity:** 139-35mm color slides; **Anders Goldfarb Photograph Collection:** Donated in 1984

by Anders, a current resident and Williamsburg photographer. **Quantity:** 69 b/w silver-gelatin prints



BPL Central Library



Brooklyn Historical Society

**Donald L. Nowlan Photograph Collection:** Color photographs of Coney Island, Prospect Park, and Brooklyn Botanic Garden from 1960s-1970s. *Quantity: 289 slides, negatives, prints*

**Edna Huntington Photograph Collection:** Edna Huntington, long-time librarian of the Long Island Historical Society, photographs of downtown Brooklyn, Brooklyn Heights, DUMBO, Carroll Gardens, and Boerum Hill in mid-1940s  
*Quantity: 1,310 negatives and associated prints.*

**Eugene L. Armbruster Photograph and Scrapbook Collection** – Armbruster’s photographs of Brooklyn during the 1920s. *Quantity: 3,411 photographic prints.*

**Alfred C. Loonam Stereograph Collection:** Loonam’s photographs of Brooklyn from the 1950s. *Quantity: 500* **Harry Kalmus Collection:** A large mostly film collection of Jewish events in Flatbush and the photographer's family in the 50s. *Quantity: 748-1500: b/w film and color stereoslides*

**Aschner, Jacobson Wolfson Family Photograph Collection:** An archival photograph collection of this family of mostly cabinet cards from the 1800s. Most are identified. *Quantity: 107 cabinet cards, photographic prints.*

**Jansen Collection:** Photographs by Arthur Wilmott, 1880 and 1920 of Brooklyn. *Quantity: 227 various media*

**John Jay Pierrepont Photograph Collection:** Abbot Low Moffat photo album of 17th- and 18th-century houses in Brooklyn, Queens, and L.I.; Photos by John J. Pierrepont ca. 1915. *Quantity: 451 prints and lantern slides.*



### **Brooklyn Museum Libraries and Archives Collections for Digitization (1,000 images)**

These photographs include documentary photos, lantern slides, postcards and images from books and periodicals that are not readily available on the Internet. The images include views of interiors and exteriors of buildings that no longer exist in Brooklyn. Sample images include”  
Photographs of Brooklyn circa 1888 taken by Breeding G. Way  
Photographs of people and places in Brooklyn taken between 1878 and 1930 including a set of photographs documenting interiors of homes  
Postcard views of Brooklyn 1907-1931 including images of the Brooklyn Navy Yard and Prospect Park. Interior and Exterior views of historic buildings no longer in existence

### **Intended Results - Linking Needs with Best Solutions: The program addresses the need to:**

- develop and refine curriculum for digital management and work to integrate with digital curation.
- support and professionally supervise internships so that students are prepared for leadership in the profession
- engage students in practice-based research related to their internships that demonstrate their knowledge and skills for managing digital collections.
- collaborate with partners to provide seminars, workshops, practical experience and research
- engage experts from BHS, BM and BPL so that students gain best-practices perspectives and connections to the field
- educate and train students who will pursue careers in digital management for cultural institutions with new vision for the digital future.
- increase capacity and diversity in for digital managers in libraries, museums and archives
- demonstrate CHART as a model digitization project exemplifies digital managers across archives, libraries and museums applying best-practices for preservation, description, access and institutional collaboration

**PROJECT LEARNING RESOURCES:** These include both physical and digital resources at Pratt and at BHS, BM and BPL. Combined, they provide students with the digital tools, information resources and human resources that they need to have a rich and successful learning experience of high academic quality.

**Student Project Workstation** – BHS, BM and BPL each set-up a project digitization workstation for both digitizing photographs, formatting, editing, adding metadata and description and research, communication and networking. The workstation is a key resource for student interns learning at partner institutions.

**Library research collections at BHS, BM and BPL** - Students have full access to the rich collections of partner institutions to research project material and to consult with librarians and archivists.

**Pratt Manhattan Library** provides access to excellent LIS books, journals and online resources and databases and in addition, SILS, through its educational services through vendors, gives students access to the major information services such as Proquest, Nexis-Lexis, Thomson Dialog, Westlaw, Wilson and OCLC.

**Digital labs for teaching and learning** - Pratt-SILS has five digital labs for teaching, learning and student and faculty research. The Cultural Informatics Lab has Morae software for usability testing and the Digital Media Lab has a digitization workstation, scanners for film, and a server for digital repository work using DSpace. The labs provide access to specialized programs supporting metadata, taxonomy and other knowledge organization processes.

**Highly Qualified Fulltime Faculty Teach Key Courses for Digital Management Curriculum:**

- Dr. Cristina Pattuelli, PhD, UNC, Chapel Hill, Coordinator, Knowledge Organization, teaches Human Information Behavior and also Cultural Heritage Description & Access, a new course she developed through a Pratt grant for a course related to sustainability.
- Dr. Anthony Cocciolo, PhD, Columbia University has extensive experience in digital repositories and educational technology, teaches Social Media and Projects in Digital Archives.
- Dr. Gilok Choi, PhD, UT, Austin, specializes in digital information design and interaction design, teaches information technologies, virtual information environments and Web design for interaction.
- Dr. Debbie Rabina – PhD, Rutgers University, is the coordinator of the WISE program (World Information Society and Environments) teaches Information Policy, International Information Resources and Academic Libraries and Scholarly Communication.
- Dr. Irene Lopatovska – PhD, Rutgers University, focuses on emotional contexts for information seeking in digital environments. She teaches Management of Digital Information Technologies.

**Pratt Manhattan Center (PMC):** SILS home on the 6th floor of PMC houses staff and faculty offices, a technology support office, a conference room, cyber café with seven workstations, five smart classrooms and five computer labs. The building has 24-hour security, two elevators and three stairwells. Technology support is provided by two full time computer assistants and the Associate Director of Academic Computing. Through SILS partnership for LIS education with NYPL, several courses are taught at NYPL 42<sup>nd</sup> St. having use of the smart classrooms of the Library's South Court facility, and have as well access to NYPL's special collections for research projects.

**Application and Selection of Students for CHART:** Students accepted and matriculated in Pratt's MSLIS program may apply for CHART. Working with our partners, we will select qualified and highly diverse candidates from the applicant pool. SILS active recruitment program described above assures diversity of the applicant pool. We will seek candidates who demonstrate a strong commitment to digital management for cultural institutions, to LIS education and the information professions. The effectiveness of Pratt's admissions program is borne out by high retention rates over 95%.

**Supervision of Students:** Interns will be closely supervised by a museum, library or archives professionals. Students' curricular activities are supervised by faculty, CHART project director and SILS Research and Academic Assistant. Project managers and coordinator ensure close supervision, mentoring, guidance and monitoring of student activities at BHS, BM and BPL. Proper use of all equipment and facilities, technology and time-management is closely monitored by all partner administrators. Supplies will be distributed by program faculty and staff who will determine use and need. Internships represent a supervised learning experience of 120 hours of onsite work per semester. The core courses, LIS 653 knowledge Organization and LIS 654 Information Technologies are prerequisites to the internship.

**Time Management and Administrative Contribution:**

- Pratt-SILS: Dean Giannini assigns staff appropriate times to carry out program activities and tasks including recruitment, admissions and registration. Five of the participating Pratt-SILS staff devotes 10% of their time and the Research Assistant 20% to Project CHART.
- Partner institutions works under the general supervision of their directors and each staff project team member contributes to the supervision and oversight of the internship program and project operations.

**V. A PROJECT BASED ON COOPERATION AND COLLABORATION:** Pratt-SILS contributes to the educational framework including courses needed to complete the degree and Digital Management program while partners provide internships and staff needed to make them a rich educational experience and to accomplish Project CHART's goals. Both contribute mentoring, student services, teaching facilities and technology. A diverse group of Pratt-SILS students benefit from IMLS scholarships to complete the 18-credit DC program. Pratt recruits diverse students to the program facilitated by Pratt's marketing activities. While Pratt gains in reputation from the program's design and anticipated success, the partners

benefit from the work students produce during their internships that promote and advance their projects and programs. Both benefit from the interaction of collaboration and the exchange of ideas, evaluation of the program and discussions and work leading to the advancement of the library, museum and archives field. Students who otherwise could not afford to participate in Pratt's specialized programs gain a new opportunity to advance their education and careers. Libraries, museums and archives will benefit from a more diverse group of informed and capable professionals entering the field.

**Budget and Cost Effective Approaches:** The budget is cost-effective through its use of funding tuition scholarships for students of diverse backgrounds. It supports positions for professionals for recent MSLIS graduates to serve as project managers at BM and BPL, and a digital archivist as project coordinator at BHS who are responsible for supervision, data collection, technical assistance, assessment, project team work and meetings, and they also cover costs of professional staff training and working with interns, providing space for the student project workstations and student access to library resources. Pratt covers costs for marketing and recruiting and contributes to resources through the use of its facilities including several labs with equipment for digitizing, scanning, digital photography, database design and construction, usability testing and the use of PMC Library and the cost of server space to mount student projects. Institutional staff contribute in-kind services and support student learning objectives and share facilities. SILS provides stipends to faculty to give students additional teaching and learning support, mentoring on research projects and to work on curriculum development.

## **VI. DISSEMINATION**

Pratt will create a project Website at <http://www.pratt.edu> for marketing and recruitment of a diverse group of students and provide information about learning goals, curriculum, internships and activities and an online application. BPL will host the Project CHART Web portal, a collaborative project site providing access to the new digitized images and related content from BHS, BM and BPL that will be accessible to the general public and give IMLS recognition as for its funding and support. Project staff will make presentations at professional conferences (ALA, ALISE, ARLIS, SAA) and publish papers in the literature. The Website will also serve to demonstrate project results and provide services to users of the Brooklyn historical Photography collections online. Graduates of the program, as they enter the field successfully, will exemplify the educational goals of their MSLIS program.

## **VII. SUSTAINABILITY FOR PRATT-SILS LIBRARY CERTIFICATE PROGRAM**

Project CHART's benefits will be lasting and supported by Pratt-SILS Program strengths in digital management for cultural institutions. To insure project sustainability and continuing support for a range of activities, we will:

- continue to maintain a strong relationship with our partner institutions for internships for the Pratt students
- continue to build and evaluate programs in digital management and recruit students to this field
- encourage students to do internships in archives, libraries and museums working as digital managers & curators
- continue the project's development of program, curriculum and research for digital management and curation
- continue to recruit a diverse and talented group of student body to the MSLIS
- increase student scholarship opportunities and Institute support for practicum, research and international librarianship through SILS Fellows Program
- continue to develop international opportunities for students in the field – for example, summer 2010 we offer an internship at the Courtauld Institute of Art Library in London and scholarships for the Florence program in partnership with SACI that includes the course, Cultural Heritage Conservation

**Our commitment beyond the grant period:** Since 2006, we have been actively building our programs in the broad area of cultural informatics. This project represents a significant opportunity to develop programs in the key area of digital management and the related field of digital curation. A new course for spring 2010 is Cultural Heritage Access and Description which is already fully enrolled and, for this project, we will be developing a digital curation course. Marshalling this energy and excitement, Project CHART comes at an important moment of opportunity to build upon our programmatic efforts, to increase diversity through minority recruitment and to work collaboratively with three of the Nation's leading cultural institutions who are committed to playing a significant role in LIS education. This project offers an ideal venue to achieve these goals. Designed to mirror best practices in LIS education for the 21<sup>st</sup> century, Project CHART will inscribe a path worthy of emulating by LIS schools pursuing digital management and curation programs for cultural institutions as we move full speed ahead into the digital future.