Storage and Technology Obsolescence: Evaluating Digital Preservation Capacity Using the Digital Preservation Capability Maturity Model (DPCMM)

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Overview

- **The RLB Library**
- **Assessing Digital Curation and Preservation Readiness**
- **Digital Preservation Capability Maturity Model (DPCMM)**
- **Results & Discussion**
- **Next Steps for RLB Library**
- **Questions**

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The RLB Library

- The Robert L. Bogomolny Library at University of Baltimore
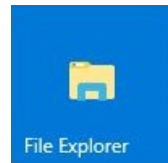
- Why we need a digital preservation program

Keys to a Successful Digital Preservation Program

- Continuously supported program

- An ongoing process

- Sustainability

- Recognized and valued by the entire community

- An understanding of the value must be communicated

Assessing Digital Curation and Preservation Readiness

- **Categories of Stakeholders**
- **Categories of Resources**
- **The Survey Reveals:**

Strengths:
- Our collections
- Our staffing
- Support from the library's administration

Weaknesses:
- Documentation and policies
- Our technological infrastructure

Digital Preservation Management:
Implementing Short-term strategies for Long-term problems

Survey of Institutional Readiness

We created this checklist to help you prepare for the workshop and to get you to think about your organization's digital assets in terms of scope, priorities, resources, and overall readiness to address digital preservation concerns.

You will see that the themes of organizational, technological, and resource concerns, which are interwoven throughout the tutorial and workshop, are also reflected in this checklist. Organizational infrastructure confirms institutional commitment to digital preservation, sets the goals and priorities for the program, and acknowledges accepted community practice and standards. The technological infrastructure translates the objectives of the program into technical requirements, recommends and initiates appropriate solutions, and assumes responsibility for ensuring that the organization is able to meet the technological needs of the program over time. Sound decision making for digital preservation is a joint activity that brings together the both organizational and technological components. Undergirding the program are resource commitments—funding, staff, training, services, etc.—that need to be identified and secured as an on-going commitment of the institution.

Do not be alarmed if you answer "no" to most or all of the questions. This survey is intended to help you take stock of the requisite components of a digital preservation program and to help you begin or proceed with your digital preservation planning.

Digital Preservation Management: Implementing Short-term Strategies for Long-term Problems: Digital Preservation Management Workshops. [https://dpworkshop.org/]. (2003). *Survey of Institutional Readiness*. Retrieved from https://dpworkshop.org/sites/default/files/readiness.pdf

Digital Preservation Capability Maturity Model (DPCMM)

The Council of State Archives (CoSA) lists the DPCMM as a valuable assessment tool for organizations seeking to preserve and provide access to their digital materials

So far state archives seem to have used the tool more often than universities

Council of State Archivists (CoSA). (2014). *Resource Center: Digital Preservation Capability Maturity Model (DPCMM)*. Retrieved from: https://www.statearchivists.org/resource-center/resource-library/digital-preservation-capability-maturity-model-dpcmm/

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Digital Preservation Capability Maturity Model (DPCMM)

The Capability Maturity Model (CMM) is a set of structured levels and identifies a series of associated activities and baseline metrics used to measure performance in a given area.The DPCMM identifies core digital preservation requirements

The DPCMM has two goals:

1. Help the organization identify the current level of capabilities required to create a digital preservation program

2. Draw attention to a continuous discipline for addressing digital preservation issues

Five Stages of the Digital Preservation Capability Maturity Model
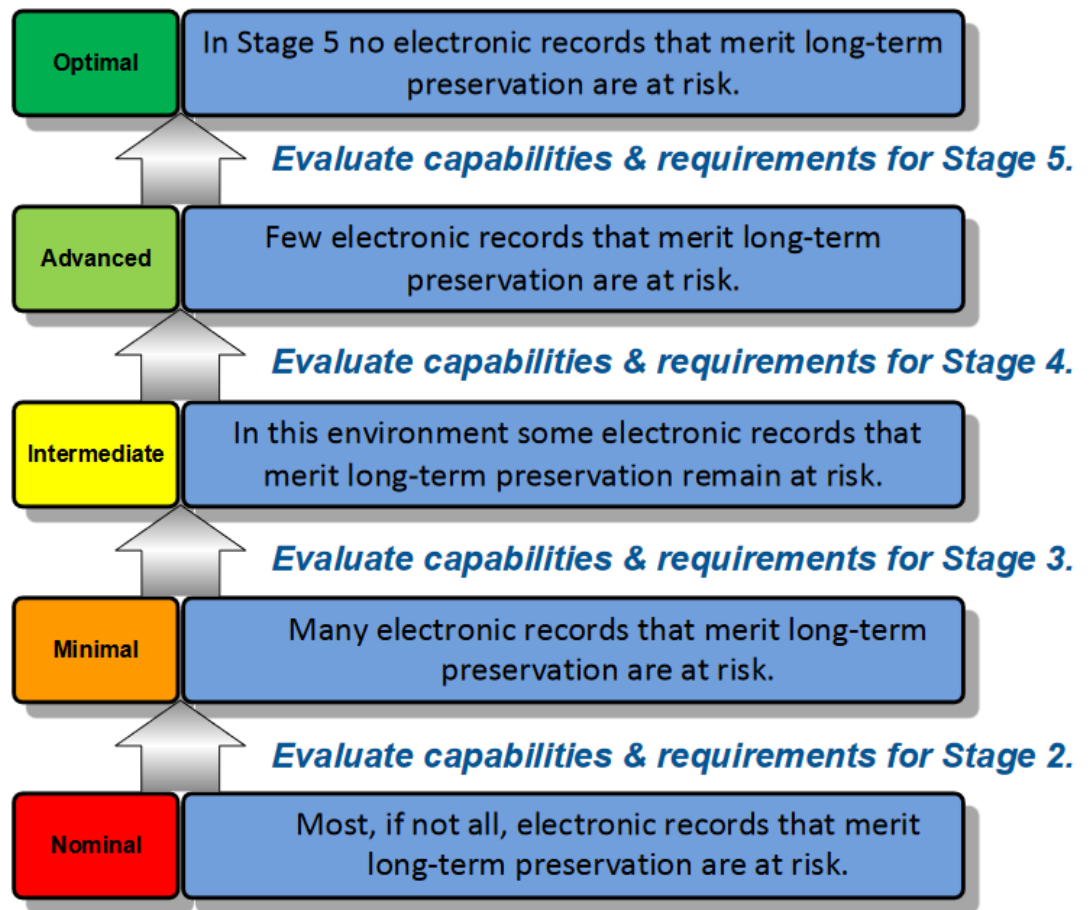

Figure 1. Five Stages of Digital Preservation Capability

Dollar, C., & Ashley, L. (2015). *Digital Preservation Capability Maturity Model (DPCMM) Background and Performance Metrics.* Retrieved from: https://static1.squarespace.com/static/52ebbb45e4b06f07f8bb62bd/t/55a7ed87e4b016f840ba1adb/1437068679137/DPCMM+Background+and+Performance+Metrics+v2.7_July+2015.pdf

Digital Preservation Capability Maturity Model Components

Figure 2. Digital Preservation Capability Maturity Model© (DPCMM)

Dollar, C., & Ashley, L. (2015). *Digital Preservation Capability Maturity Model (DPCMM) Background and Performance Metrics.* Retrieved from: https://static1.squarespace.com/static/52ebbb45e4b06f07f8bb62bd/t/55a7ed87e4b016f840ba1adb/1437068679137/DPCMM+Background+and+Performance+Metrics+v2.7_July+2015.pdf

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RLB Library Departments

- Access Services
- Special Collections & Archives
- Administration
- Reference
- Integrated Digital Services
- Academic Success

Robert L. Bogomolny Library	Nominal (0)	Minimal (1)	Intermediate (2)	Advanced (3)	Optimal (4)
Digital Preservation Policy	X				
Digital Preservation Strategy	X				
Governance	X				
Collaboration		X			
Technical Expertise	X				
Open Standard Technology Neutral Formats (OSTNF)		X			
Designated Community	X				
Electronic Records Survey	X				
Ingest	X				
Archival Storage	X				
Media/Device Renewal	X				
Integrity	X				
Security	X				
Preservation Metadata	X				
Access		X			

Capability Index Score of 3/60 Stage 1 Minimal Digital Preservation Capacity

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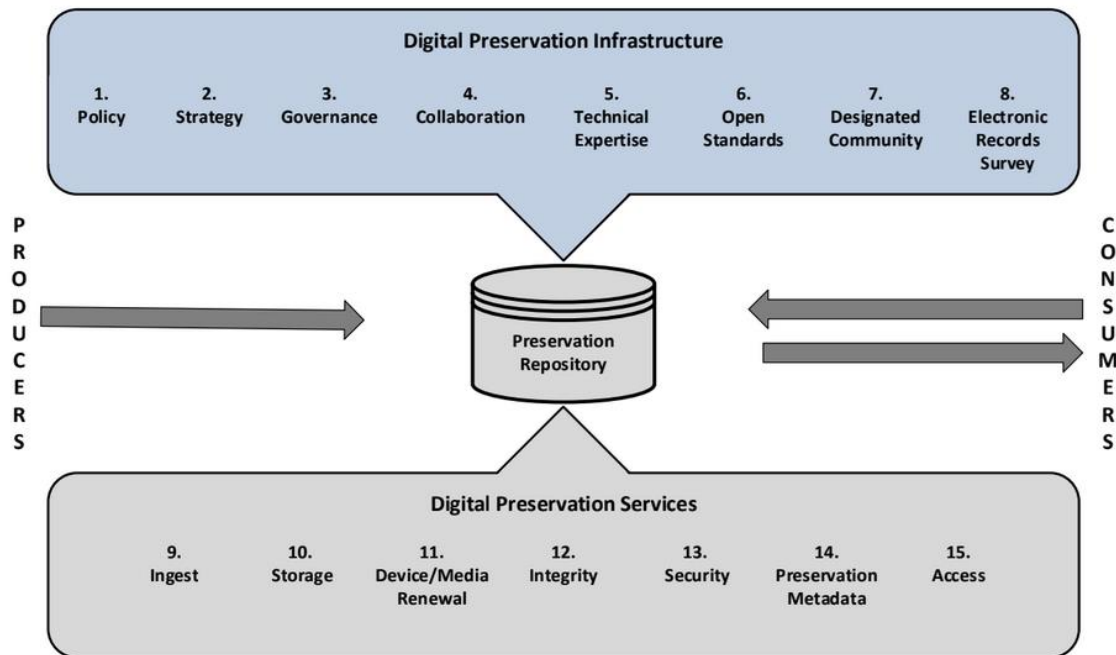Digital Preservation Capability Self-Assessment Scorecard

Reflection & Assessment

Figure 1. Five Stages of Digital Preservation Capability

Dollar, C., & Ashley, L. (2015). *Digital Preservation Capability Maturity Model (DPCMM) Background and Performance Metrics*. Retrieved from: https://static1.squarespace.com/static/52ebbb45e4b06f07f8bb62bd/t/55a7ed87e4b016f840ba1adb/1437068679137/DPCMM+Background+and+Performance+Metrics+v2.7_July+2 015.pdf

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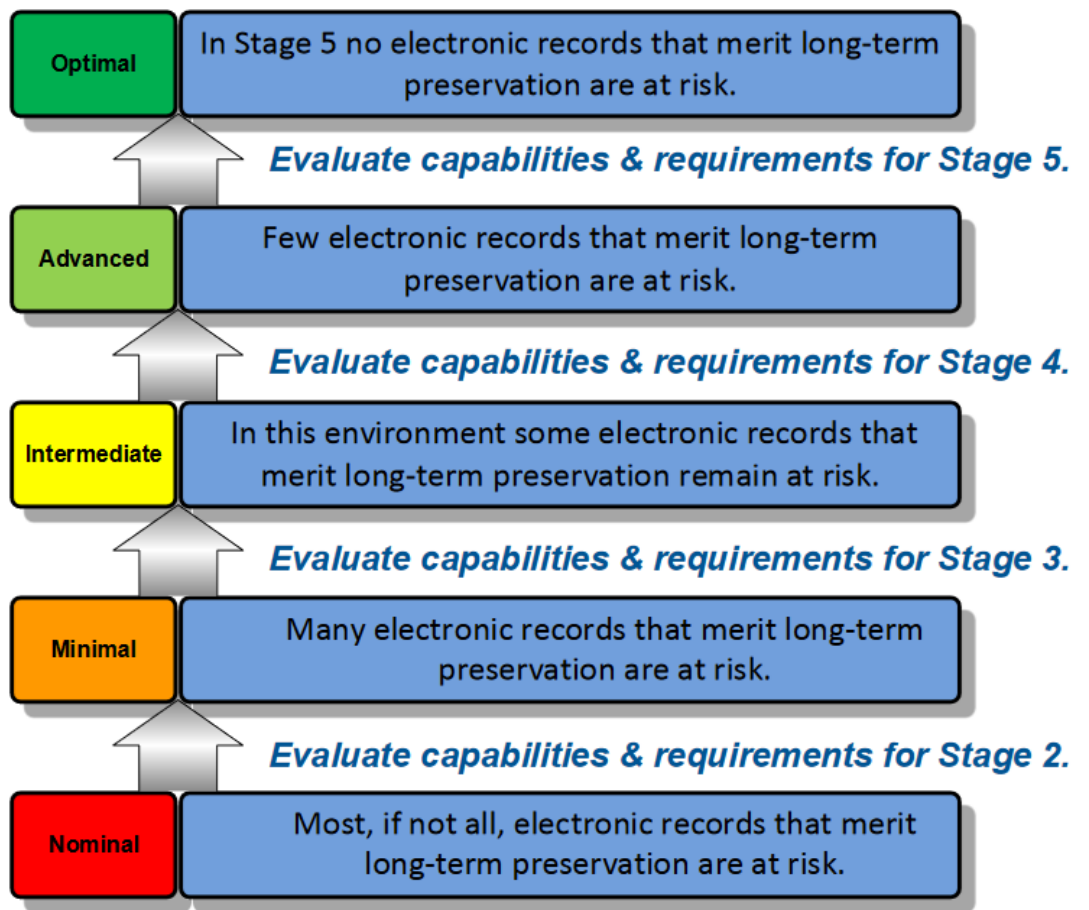
DPCMM Components	Current Capabilities	Year 1	Year 2	Year 3	Year 4	Year 5
Policy	0	1	2	2	3	3
Strategy	0	1	2	2	3	3
Governance	0	1	2	2	2	3
Collaboration	1	2	2	3	3	3
Technical Expertise	0	1	1	2	2	3
Open Standard Technology Formats	1	2	2	2	3	3
Designated Community	0	2	2	2	2	3

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Digital Preservation Infrastructure Improvement Plan

Next Steps for RLB Library

- Include the digital preservation plan in the Mission and Vision statements of the library
- Create a task force for digital preservation and draft a policy
- Work with library stakeholders to gain support

Photo taken by Laura Bell

Meeting with Library Leadership

- Presenting the Internal Report

- Discussion and gaining Buy-In

- Outcomes and Lessons Learned

Photo taken by Laura Bell

Digital Preservation Task Force

Agenda and Goals for the First Year:

1. Further educate ourselves regarding digital preservation

2. Create and test a digital preservation workflow for existing collections

3. Draft a digital preservation policy and submit it to Library Leadership for discussion and approval

After the first year: provide outreach and workshops for others within the library in order to educate our stakeholders and gain further buy-in

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Questions?

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