Building to Last
Experiences & Best Practices from a Long-Standing ETD Program

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Building to Last

❖Launched in 2004 for ETDs
- ❖Dissertations by 2006
- ❖Theses & Reports by 2007

❖Joint program between campus IT and the library when started
- ❖Run on DSpace Platform
  - ❖ Currently on version 5X
  - ❖ Server run through Amazon Web Services
  - ❖ XML UI – Mirage 1

❖ETDs 2004-Present – 5,549

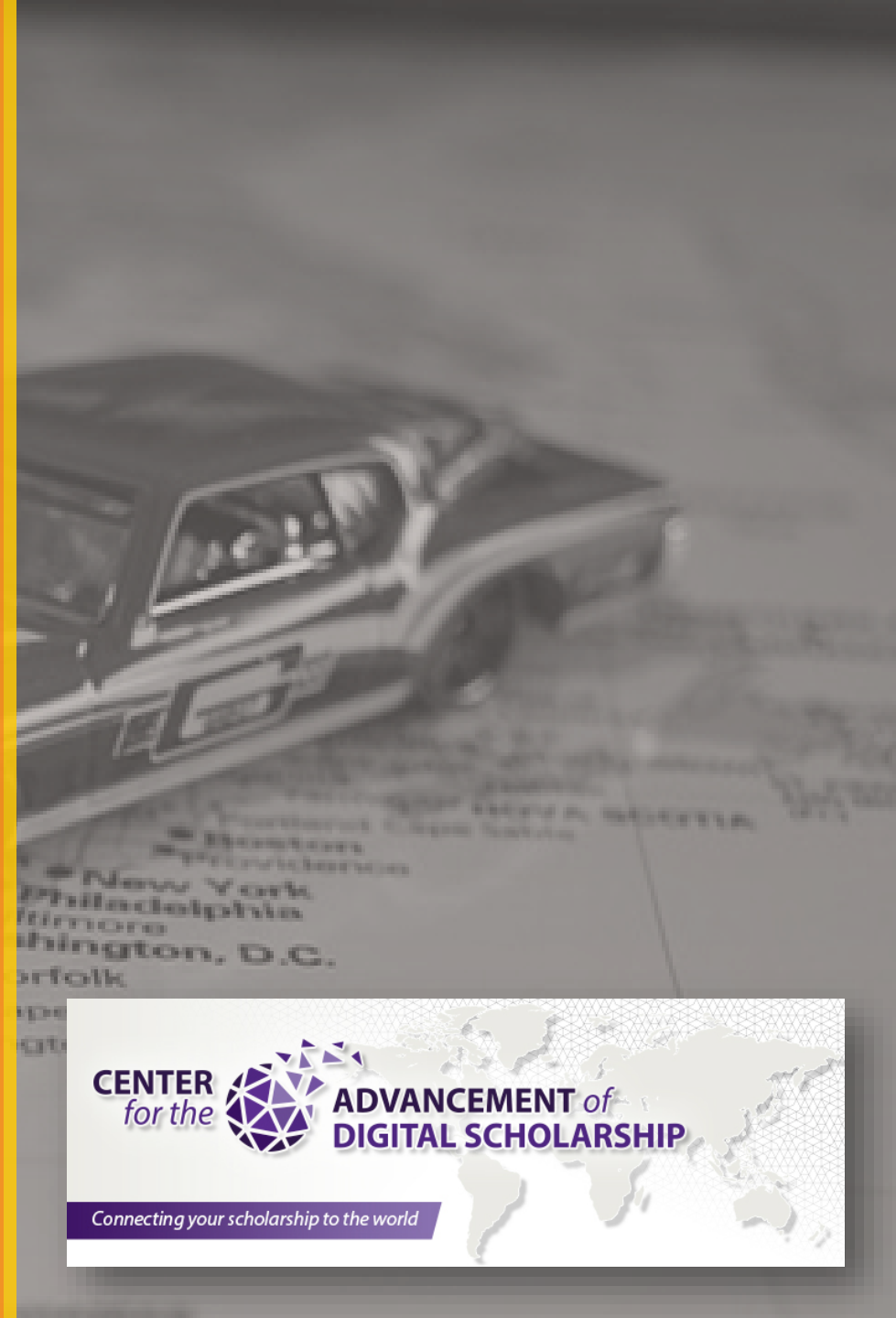❖Theses & Dissertations Pre-2004 – 11,528

Today's Roadmap

Overview
- Roles
- Workflow
- Support Services

Good Practices
- Copyright Services
- ETD Licensing
- Keeping Things Running

Managing Risks

Roles

Graduate School

Dean of Graduate School
◦ Role: Chief decision maker

Senior Degree Specialist
◦ Role: Liaison, Chief problem solver

Junior Degree Specialists
◦ Role: Review ETDs (Accept/Reject)

Library

IR Manager – Library liaison, Chief fixer

Copyright Support

Cataloging

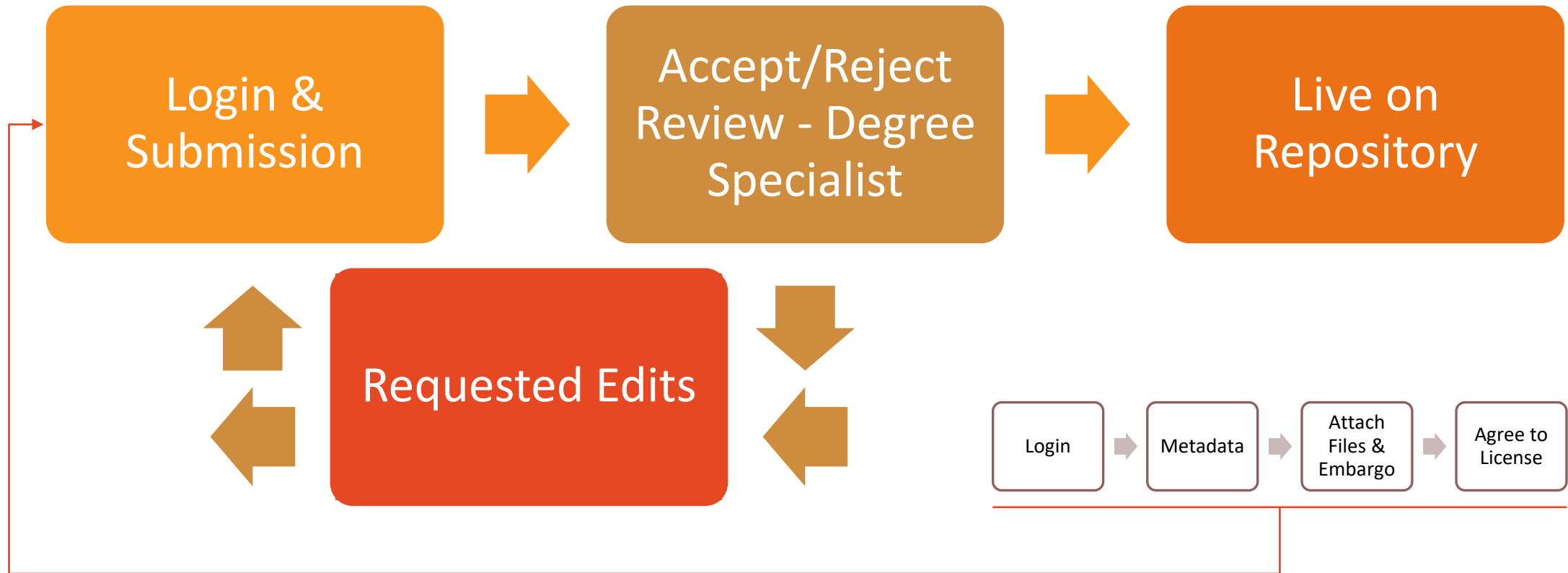Preservation – DPN, Duracloud

Library IT
◦ Maintains repository uptime
◦ Customization and deploys updates

Information Technology

Information Specialist
◦ Role: Front end go-to person, IT liaison

Workflow

Workflow - Dissertation

Repository

Login & Submission → Accept/Reject Review - Degree Specialist → Live on Repository

AND

Requested Edits

ProQuest

Login & Submission → Accept/Reject Review → Live on ProQuest

Why Not Go Through ProQuest?

❖License integrity better with current workflow

❖Stronger case in author rights (some cases)
   ❖ProQuest considered commercial?

❖Easier to divest from ProQuest (if needed)

Downside

❖More work for graduate students

Repository

Via API or
Harvest

Login & Submission → Accept/Reject Review → ProQuest

Alternative Workflow
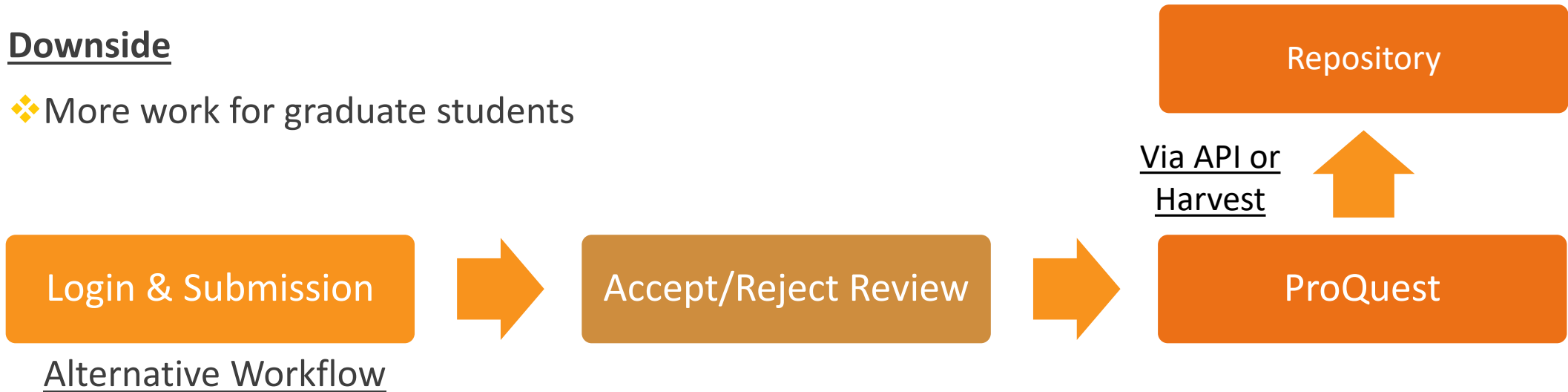
Support Services

FORMATTING & FRONT-END

- Templates and formatting

- Reviewing ETD & supplemental files, working with image or audio files

- Converting your Word or LaTeX file to PDF

- IR Log-in troubleshooting & ETD submission

COPYRIGHT

- Reusing content in ETDs

- Author rights
  - How to clear published works for ETDs

CONTACT OPTIONS

EMAIL   PHONE   ONLINE APPOINTMENT – SUPPORT TICKET

Good Practices

Copyright Services

❖ **Ru-using Content in Theses, Dissertations, and Reports**
1. **Educating how to do copyright status research-Public Domain**
2. **Understanding Creative Commons Licenses**
3. **Educating on the four factors of Fair Use**
4. **Advising on how to do permission requests**

❖ **Advising & educating on K-State copyright policies**

❖ **Publishing - Author Rights**
  ❖ **What rights do authors have after publishing**
  ❖ **Implications for Theses, Dissertations, and Reports**
    ❖ **Pre-ETD Publishing**
    ❖ **Post-ETD Publishing**

Framework - U.S. Copyright

1. Does it have copyright protection?

2. Does it have an existing license that covers my use?

3. Can I rely on an exemption, such as fair use?

4. Do I need to seek permission or purchase a license?

Rights → License → Exemption → Permission

Copyright Services

Maintain or point to web resources for self-help

Key Areas:
- Basic copyright information
- Fair use
- Author Rights
- Registering for Copyright
- Plagiarism vs Copyright
- Institutional copyright policies
- Copyrightability of Tables, Charts, and Graphs
- The Code of Best Practices in Fair Use for the Visual Arts
- Survey instruments and standardized tests
- Requesting permission

Scalability is the name of the game!
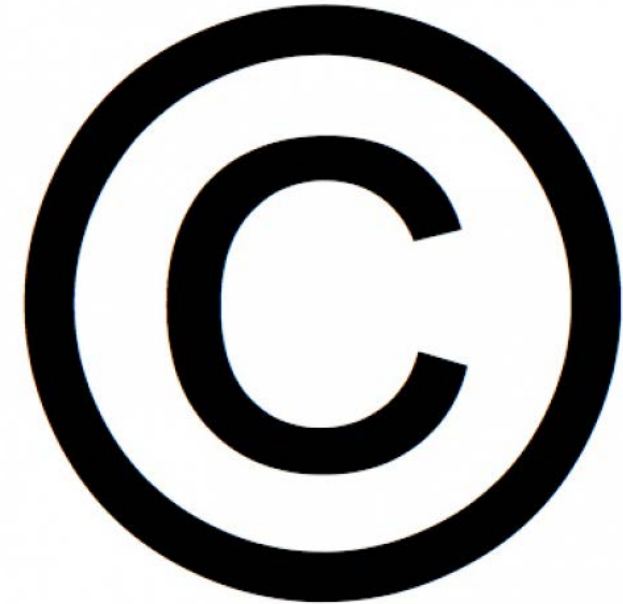
Publishing – Using Thesis, Dissertation, or Report Content

BEFORE THESIS, DISSERTATION, OR REPORT

❖Navigable but hazardous

❖Potential for signing over copyright to content **needed** to complete ETD

❖Students should know about copyright and author rights **before** deciding to publish

❖Copyright should be a consideration throughout ETDR creation

❖Knowledge of how to request permission from journal/publisher

AFTER THESIS, DISSERTATION, OR REPORT

❖Relatively easier process

❖Copyright stays with the graduate student & is intact if they wish to pursue publication

❖Students should make publisher or journal aware ETD is openly available
  ❖Journals or publishers do not normally consider openly available ETDRs as prior publication

Author Rights - ETDs

Journal Trends

❖ Reliance on Copyright Clearance Center

❖ Minimal permissions staff
  ❖ Long response times

❖ Varied policy interpretations
  ❖ ProQuest?

❖ Lack explicit permissions or policies for thesis and dissertation use

❖ Green OA/Self-archiving polices double as ETD permissions

Pre-Print

or

Submitted Manuscript

-Repository

-Pre-print communities

-Social Networks

-Personal Website

-May need to replace with AM.

Most Rights

Accepted Manuscript

or

Post-Print

-Repository

-Personal Website

-Social Networks (Maybe)

-Embargo!!

Some Rights

Publisher Version

or

Version of Record

-Email to Colleague

Little Rights
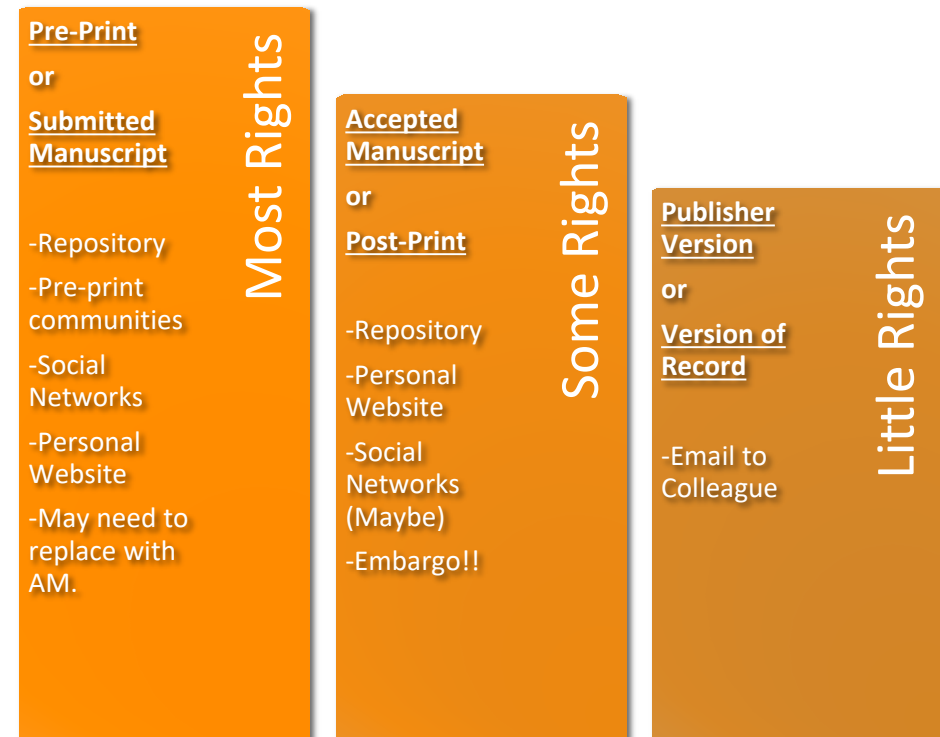
ETD Licensing

Standard non-exclusive distribution License

License records are a good thing
◦ Will help if we ever change systems
◦ Policy documentation as a supplement

Offer Creative Commons license options?
◦ Scalability is the roadblock

We mandate that all ETDs are made open access. (Post-embargo)
◦ Implications?
◦ How strong is the license if we force graduate students to accept it?

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Adventures in Formatting

Google/Search for:

"Effects of Information and Communication Technologies on the Work-Life Balance of Resident Assistants"

Link

"Ummmmm...?"

"How Widespread is This?!"

site:https://krex.k-state.edu Enter or copy the title of the article here

"Oh...Oh No"

Formatting & Standards

- Standardize, standardize, standardize

- Create a common denominator for ETDs, apply it to everyone.

- Theses and dissertations are stuck in the past.

- Doing something special? Make sure it's achievable and sustainable.

Your title here in sentence case

by

Your Official Name (as KSIS record appears)

(previous degrees with format, punctuation, and date order, as shown in examples below)
B.S., Kansas State University, 2010
M.S., University of Kansas, 2012

AN ABSTRACT OF A DISSERTATION

submitted in partial fulfillment of the requirements for the degree

Keeping Things Running

IT'S OK TO NOT BE PERFECT

IT'S OK TO NOT DO EVERYTHING

MAINTAIN AND STRENGTHEN RELATIONSHIPS AT EVERY OPPORTUNITY

FIND WAYS TO DO LESS WORK

Keeping Things Running

Keep your paper copies!

Retroactive digitization is a risk.

How risk averse is your institution?

Setup on-demand for authors.

-License

-Digitization

-Upload to IR

The library and/or the IR Manager needs to be full partners.

Managing Risk

Access

- Not on shelves anymore
- Meant to be shared
- Open to all

Copyright

- Author rights/Publications
- Charts, figures, infographics
- Survey instruments

Trade Secrets

- Policies/Procedures
- Sales Data
- Market Research
- Strategic goals

Managing Risk

Copyright Education. Get the word out!
- Graduate students AND their advisors
- Get invited to information sessions, seminars, program updates, committees
- Provide self-serve information
- Someone in the library should have copyright expertise

Trade Secrets
- How do you share something that's not meant to be shared? Scrub the document?
  - Remove identifiable people, products, and groups.
  - Falsify data
- What are the implications of making something open access with falsified information?

Questions

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