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Changing Strategies for Electronic Theses and Dissertations: Communication between an Academic Library, Graduate School, Academic Departments, and Students

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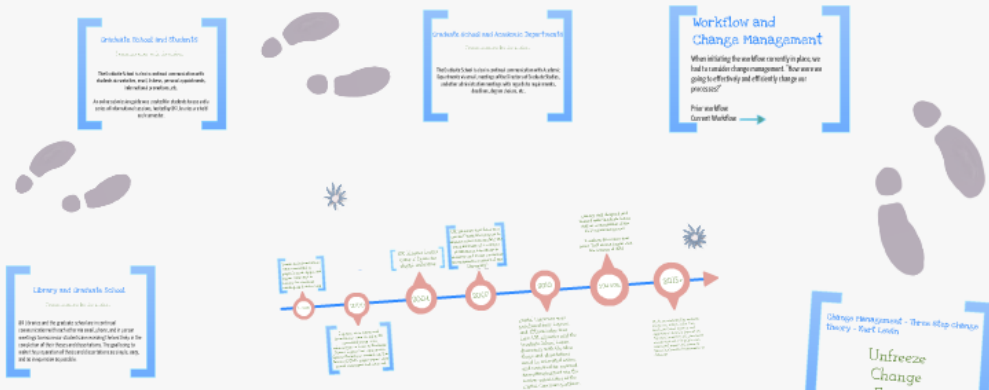 Part of the Higher Education Administration Commons, and the Library and Information Science Commons

Changing Strategies for Electronic Theses and Dissertations

Communication between an Academic Library, Graduate School, Academic Departments and Students

Going Forward

Dr. Cleo Price, Assistant Dean
University of Kentucky Graduate School
Office of Graduate Academic Services

Lyndsey Calico
University of Kentucky Libraries
Digital Scholarship

Workflow and Change Management

When initiating the workflow currently in place, we had to consider change management. "How were we going to effectively and efficiently change our processes?"

Prior workflow
Current Workflow

Change Management – Three-Step change theory - Kurt Lewin

Unfreeze
Change
Freeze

Campus Community and Communication

Academic Departments
require and approve Theses and Dissertations

Students
write theses and/or dissertation

Graduate School
approves theses and dissertations

Library
catalogs and archives theses and dissertations

The journey from paper to electronic theses and dissertations requires collaboration from many departments on campus.

ETD Submission and Workflow

Communication between students, graduate school and the library.

Refreeze

- Have we increased users?
- Mandate new process and procedure
- Continue training and technical support
- New, efficient workflow

Unfreeze

- Core function of the Graduate School
- Prepare units/programs for the change
- Why is there a need for change? Cost and space are key
- Advantages for our students

Change

What steps need to be changed?
- How to introduce the new process?
- Testing the new process and product
- Time needed to embrace the change
- Who is harmed by the change?
- Two critical components of change—communication and time

Advantages of ETDS

remote submission
reduction in cost
increased visibility, showcase research
efficient
immediate worldwide distribution

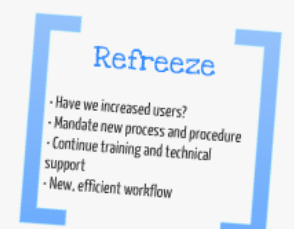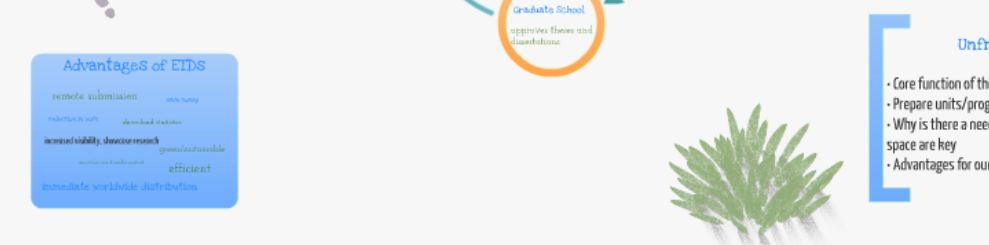# Changing Strategies for Electronic Theses and Dissertations

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Graduate School and Academic Departments

Graduate School and Students

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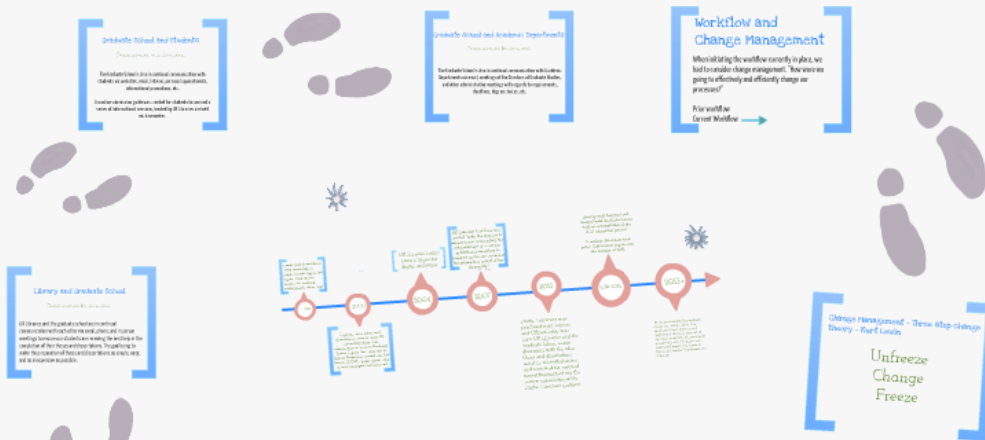University of Kentucky Graduate School
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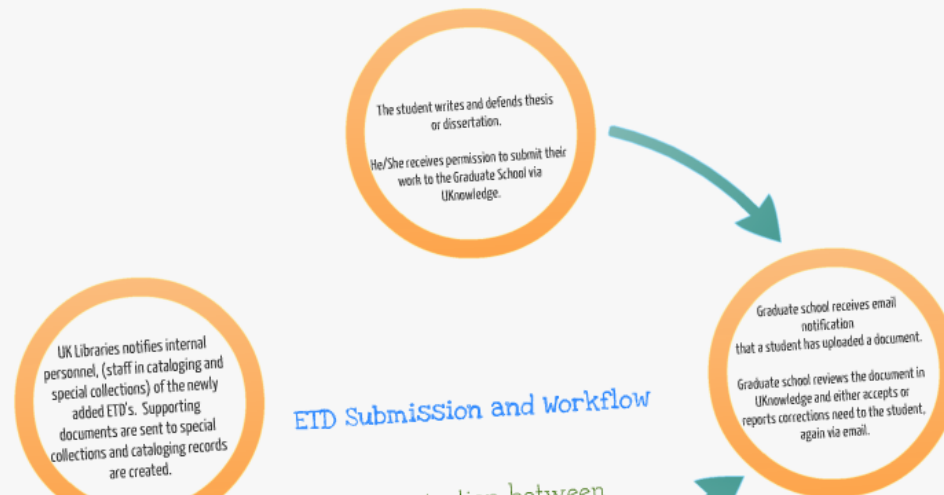University of Kentucky Libraries
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2013 KLA/SLA Joint Spring Conference
Barren River State Park, Lucas, Kentucky

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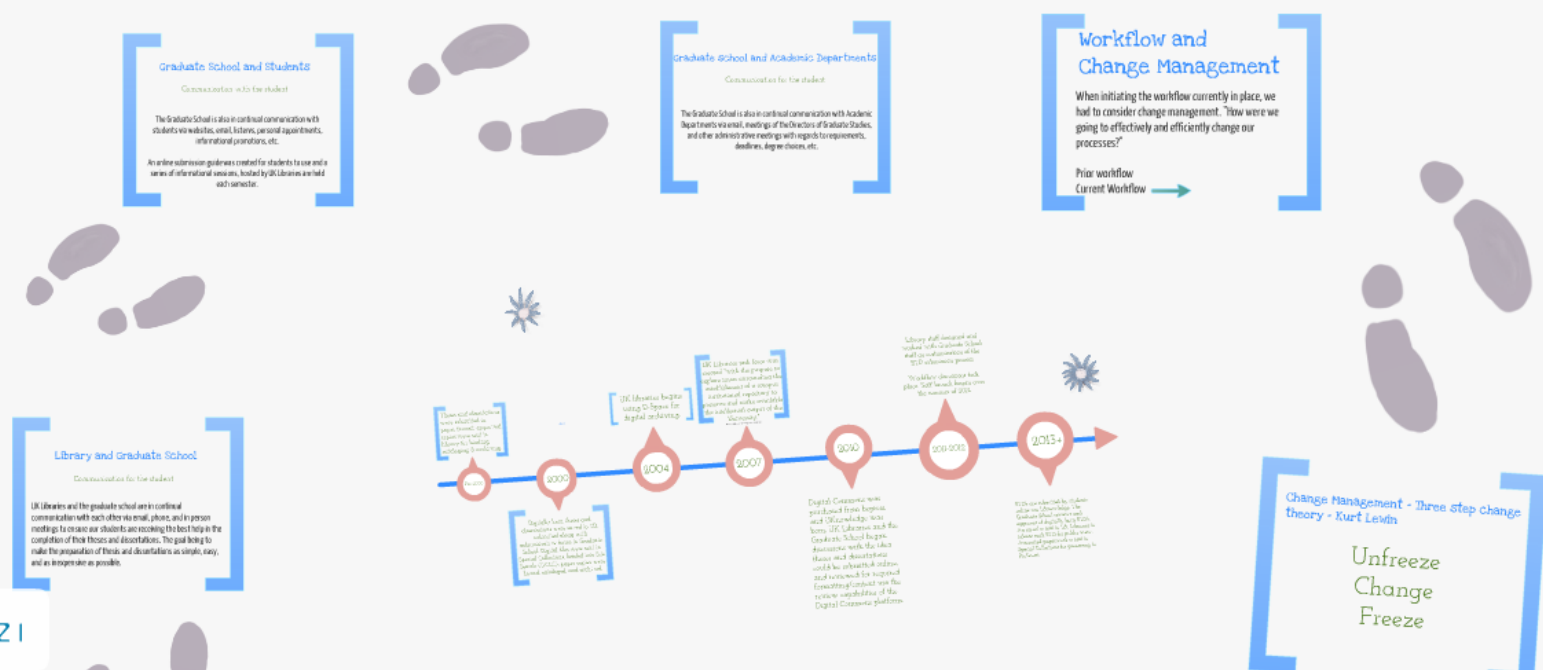Office of Graduate Academic Services

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ETD Submission and Workflow

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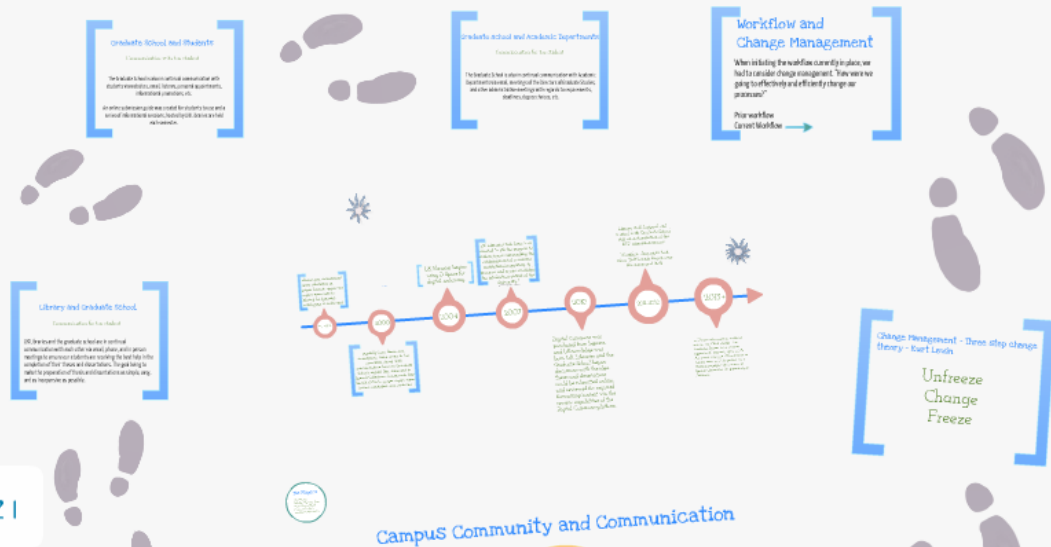
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PREZI

Theses and dissertations were submitted in paper format, approved copies were sent to library for binding, cataloging & archiving.

UK libraries begins using D-Space for digital archiving.

UK Libraries task force was created "with the purpose to explore issues surrounding the establishment of a campus institutional repository to preserve and make available the intellectual output of the University."

Library staff designed and worked with Graduate School staff on customization of the ETD submission process.

Workflow discussions took place. 'Soft' launch began over the summer of 2012.

Pre-2000

2000

2004

2007

2010

2011-2012

2013+

Digitally born theses and dissertations were saved to CD, submitted along with administrative forms to Graduate School. Digital files were sent to Special Collections, loaded into Site Search (OCLC); paper copies were bound, cataloged, and archived.

Digital Commons was purchased from bepress, and UKnowledge was born. UK Libraries and the Graduate School began discussions with the idea theses and dissertations could be submitted online, and reviewed for required formatting/content via the review capabilities of the Digital Commons platform.

ETD's are submitted by students online via UKnowledge. The Graduate School reviews and approves of digitally born ETD's. An email is sent to UK Libraries to release each ETD for public view. Associated paperwork is sent to Special Collections for processing to ProQuest.

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--UK Libraries, Institutional Repository Working Group Reports, 2007-2009.

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Advantages of ETDs

remote submission

save money

reduction in work

download statistics

increased visibility, showcase research

green/sustainable

accessible multimedia content

efficient

immediate worldwide distribution

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UK Libraries
Berkeley Electronic Press
UK Graduate School
Graduate Students
Academic Departments

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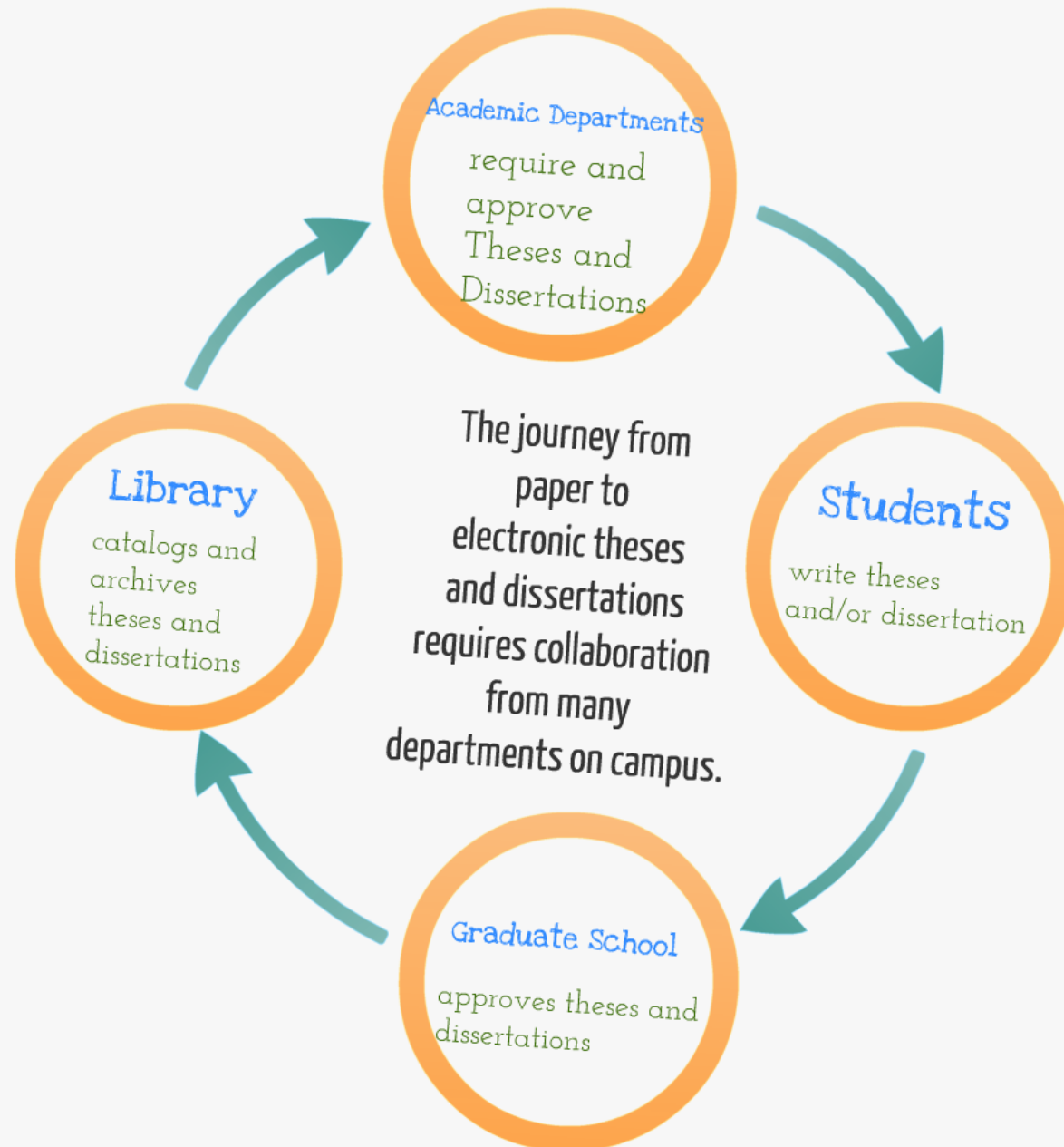- Two critical components of change—communication and time

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Library and bepress

Communication with our vendor

UK Libraries works very closely with Berkeley Electronic Press and the Digital Commons support team to ensure access, ease of use, and customization.

UKnowledge is customized to meet the specific needs of the library community and our target users--Faculty, Staff, and Students at UK.

During initial set up, communication between the Library staff and Digital Commons support was necessary to complete the set up of UKnolwedge and the customization needed to execute student submission of electronic theses and dissertations.

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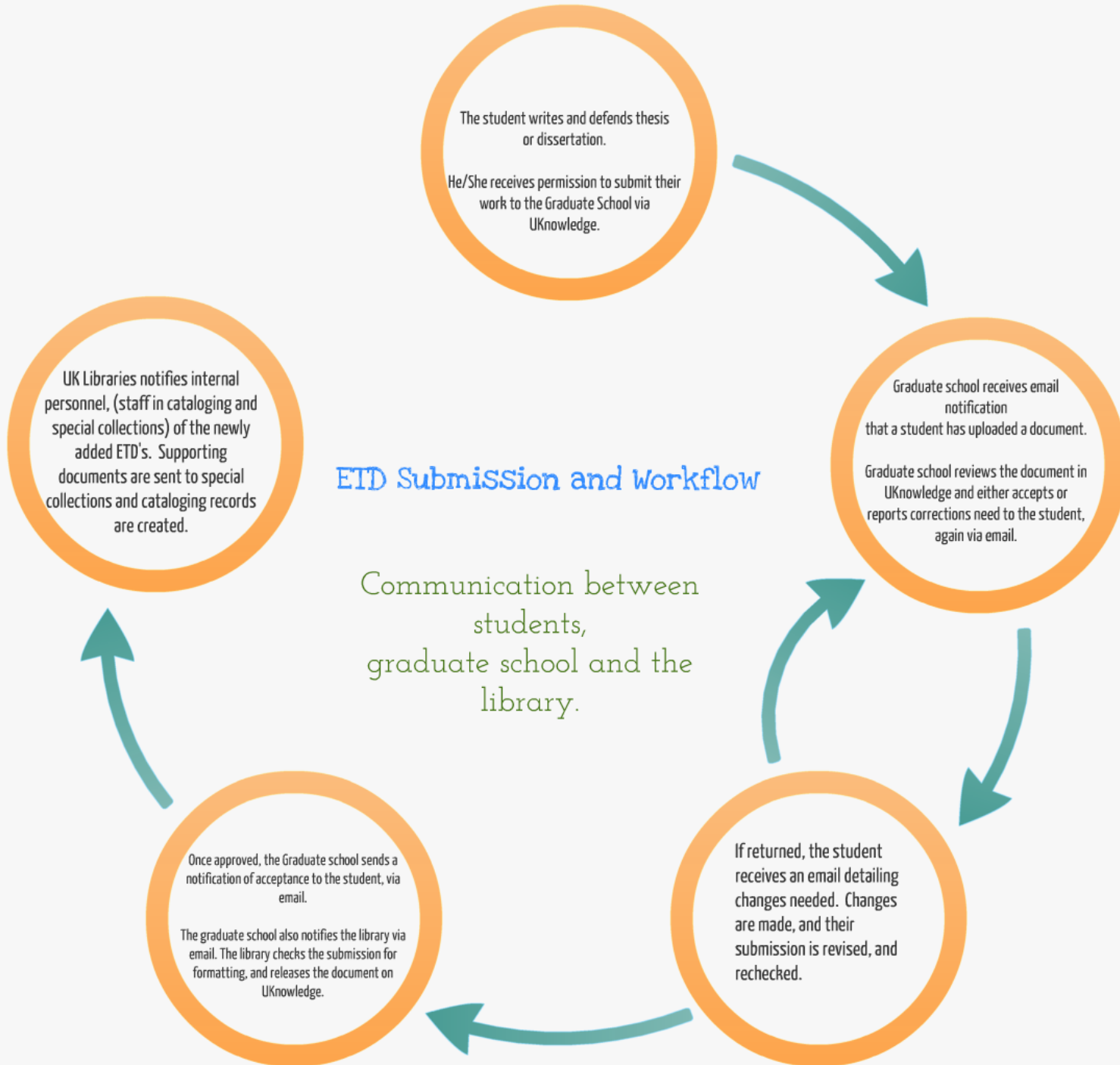- Two critical components of change—communication and time

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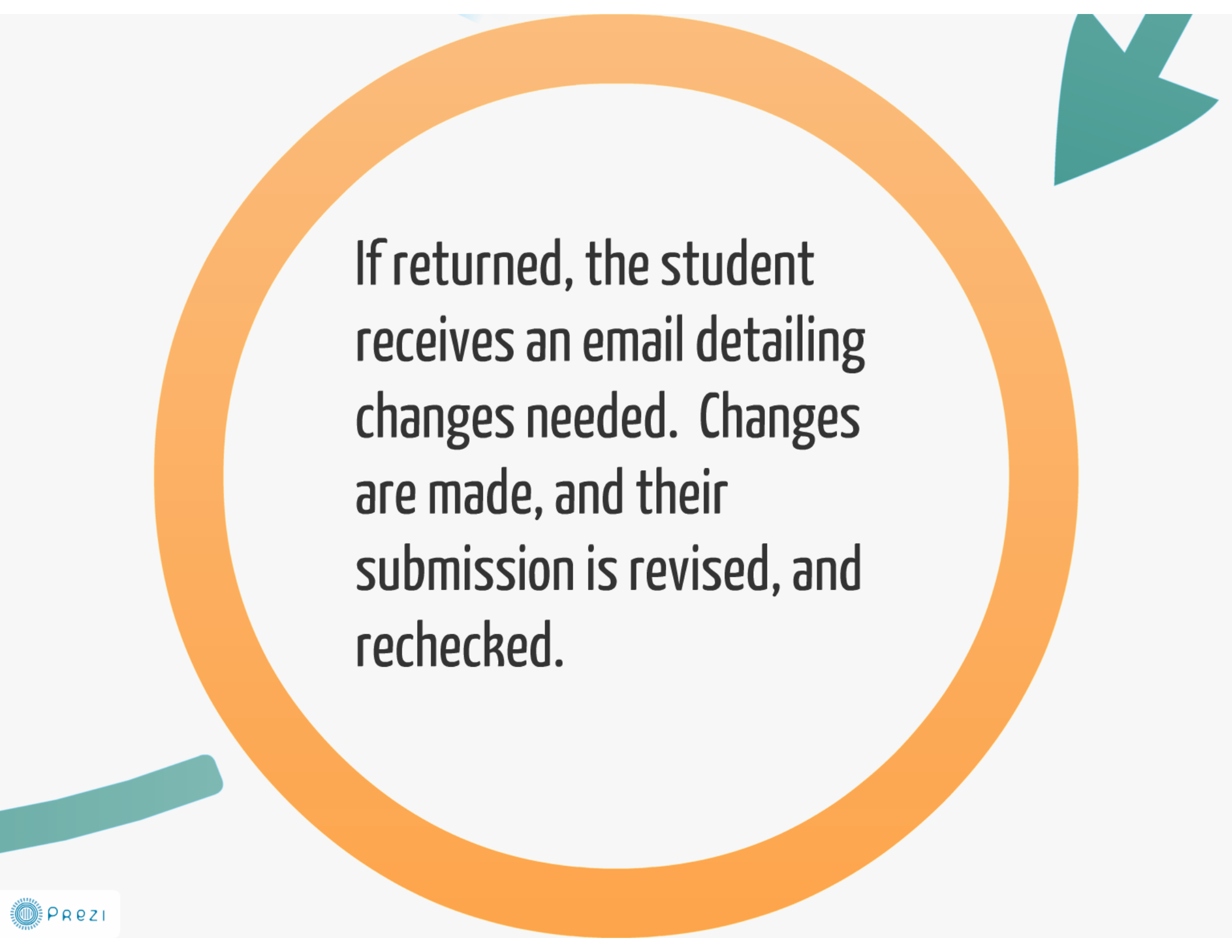
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Graduate school anticipates requiring all theses and dissertations be submitted online.

Graduate school will eliminate need for any/all paper forms.

UK Libraries and the Graduate School will continue informational sessions on online submission for Graduate students.

UK Libraries is researching a digital preservation repository to ensure the long term availability and readability of ETDs.

UK Libraries will create short, online "how-to" videos to supplement instructional sessions.

Graduate school and UK Libraries are hoping to conduct an exit survey of graduating students on the submission processes.

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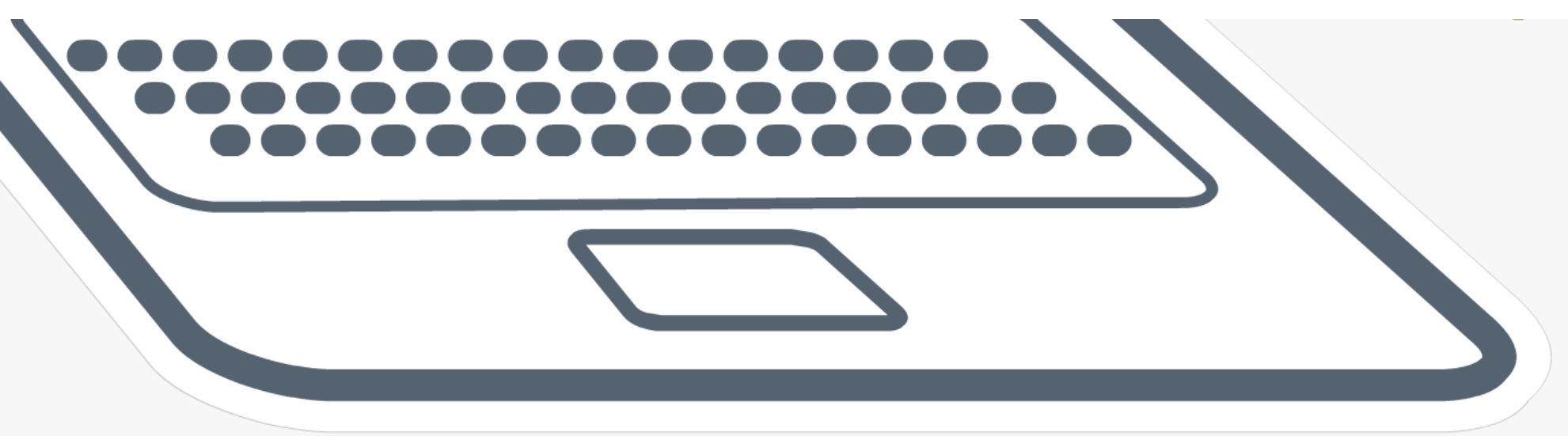
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