

Report of the ETD Task Force to the SULC Submitted by Robert H. McDonald, Chair

The ETD Task Force had its first teleconference on 12.13.02. Prior to this meeting Martha Hruska (UF) helped to identify the official representatives of the SUL's to this group and arranged for the first teleconference. At this conference the group elected its Chair as well as defined its charge, composition, and the focus of its work.

Members of the group include:

Pricilla Caplan - FCLA
Sherry Carrillo - FIU
Martha Hruska - UF
Selma Jaskowski - UCF
Robert McDonald - FSU
Monica Metz Wiseman - USF
Rita Pellen - FAU
Vicki Stanton - UNF
Cornelia Taylor - FAMU
Caroline Thompson - UWF

Our charter is as follows:

CHARGE

The State University Libraries Council ETD (Electronic Theses & Dissertations) Task Force is established to coordinate the dissemination and long-term storage and access to the theses and dissertations submitted in electronic format at Florida's state universities. It is comprised of SUL library staff that is engaged in or are considering locally or cooperatively managed ETD projects. The Task Force will discuss strategies for building a Florida ETD database, as well as shared experiences with local graduate programs, technical standards implementation, and archival storage specifications, and recommend statewide guidelines for each area. It will report through the Digital Projects Planning Committee.

COMPOSITION

The SULC ETD Task Force consists of individuals involved in library support (access and preservation) for ETDs at their respective universities. Each SUL Library may appoint or suggest a member. The group will elect its own chair. Additional staff may join the email discussion list.

FOCUS OF DISCUSSION

The SULC ETD Task Force is responsible for establishing guidelines that will build a database of Florida ETDs. In the process, the group will share information and experiences with local ETD initiatives, and coordinate Florida efforts with NDLTD (National Digital Library of Theses and Dissertations) coordinating technical guidelines, and developing strategies for electronic archiving.

Also at our meeting of 12.13.02 we collected an overview of the ETD programs that existed at our affiliated institutions. What follows is a synopsis of that discussion:

UF (Martha Hruska)

- Fall 2001 - started requiring ETDs.
- ETDs hosted by FCLA.
- Issues – security and levels of access.
- No longer housing print versions of theses and dissertations in library.
- Grad School keep printed copy of signature page.
- Library keeps signed statement of access rights.

FIU (Sherry Curillo)

- Graduate school sends ETDs to the computer center's service for processing and formatting.
- ETDs are optional.
- Five dissertations are now online.
- Library holds print copies.
- Using Virginia Tech ETD-db scripts.

USF (Monica Metz-Wiseman)

- Pilot project began in 1998.
- ETDs are now mandatory for incoming graduate students as of Fall 2002.
- 40 ETDs are now online.
- PDF and HTML were the original formats; shifted to PDF only with approved attachments in 2002; authors may create in HTML but must convert to Adobe PDF for submission.
- Use Virginia Tech ETD-db scripts.
- Currently host ETD's, shifting to FCLA as host; will FTP files to FCLA (pdf files only).
- University funded a position for ETD support (templates and instruction); initially a one year appointment.
- Library is pursuing departments that would be interested in retrospectively digitizing their print theses and dissertations; over 300 theses and dissertations in the areas of marine science, geology, anthropology have been digitized.
- 75% to 80% of the electronic theses and dissertations still have the look of the print version.
- Written permission is obtained from the authors of the theses and dissertations.
- ETD is submitted from the graduate school to the library and then transferred to FCLA.
- Hosted at FCLA.

FAMU (Cornelia Taylor)

- Using print model for theses and dissertations.
- Do not do full cataloging of prints theses and dissertations.
- Would move to ETD help?

UWF (Caroline Thompson)

- There is a subcommittee of the Faculty Senate working on a campus wide ETD effort.
- Currently have a pilot project, which involves a select group of graduate students who are creating ETDs.
- PDF is being used and the ETDs will be housed on the library server.
- We will conform to a statewide ETD initiative once it is established.

FSU (Robert McDonald)

- This is the first semester (Fall 2002) that ETDs have been received at the library. Pilot project with Music, Physics, English. Will add 10 more departments next semester. ETDs are mandatory for these pilot departments.
- Will be mandatory for whole campus Fall 2003.
- There are 38 ETDs so far.
- FSU is using Virginia Tech ETD-db scripts.
- Students submit ETD to graduate school, it is sent via FTP to the library (possibly will use Berkley Electronic Press/UMI software) for processing and formatting.
- Will also look at METS (Metadata Encoding and Transmission Standard) wrapper being developed for UF/USF to send to FCLA.

UCF (Selma Jaskowski)

- Still in planning stages.
- Plan to store ETDs on FCLA's server.
- Library and Grad School are meeting now to plan.
- Have received internal grant money for startup.

UNF (Vicki Stanton)

- UNF has only one doctoral program.
- There is not a centralized process for reviewing and accepting theses and dissertations.
- Dissertations and theses go from the academic department to the library in print format.
- May do test with Computer Science Department.

FCLA (Priscilla Caplan)

- USF and UF are the SUS universities currently sending ETDs to FCLA.
- Schools can use any software to handle front end submission, but have to send the files to FCLA in an XML wrapper.
- FCLA reformats the XML wrapper metadata into a MARC record.
- The ETD authors provide the bibliographical information.
- FCLA is moving to a METS XML Wrapper. In Beta test with USF.

FAU (Rita Pellen)

- Not doing anything actively but want to watch what is happening in group.
- Rita Pellen will be observer to group.

Our group had its second teleconference on 1.31.03. At that meeting we discussed more about the scripts developed at USF which will take information from the ETD:db MySQL database and generate the METS wrapper which is being used by FCLA for ETD file relationships and for creating the MARC record for the ETD which resides currently in WebLuis.

Also discussed was whether it would be appropriate for the Advisory Board to create a statement concerning ETD's and the open access of knowledge that is created when an ETD program is implemented successfully. It was mentioned that this type of statement could help some of our own institutions and others bring this idea forward to their graduate schools/offices and create a discussion on their campuses about this type of scholarly communication.

Our group will have another teleconference in March to discuss the METS XML wrapper that FCLA is using to store metadata about the ETD's that they host.

Further information about our group as well as links to the ETD Projects at FSU, USF, and UF can be found online at <http://www.fcla.edu/FCLAinfo/digit/etd/etdtf.html>.

Respectfully Submitted 2.26.03
Robert H. McDonald