

Board 93: Collection Management in Preparation for Building Restoration: University of Illinois Mathematics Library

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Abstract

The Mathematics Library at the University of Illinois Urbana-Champaign (UIUC) is currently housed in Altgeld Hall, a building established in 1897 and listed on the National Register of Historic Places. Altgeld Hall is set to undergo restoration starting summer 2023. When construction begins, the entire mathematics collection will be moved and housed in a temporary location for the duration of the building restoration project. This presentation aims to share preliminary information on the collection management processes utilized to realign the physical bound collection to a size that can be accommodated in the transitional space. Due to the historic significance of the library, this information will be shared through the scope of preservation, including strategies that have succeeded and issues encountered, in order to provide insight to this process and initiate dialog with fellow librarians in similar situations.

Introduction

In academic libraries, it has historically been common practice to provide support for mathematics as a subject by maintaining a mathematics branch library, preferably housing the collection near the mathematics department for ease of access by researchers [1]. At UIUC, the Math Library serves the Department of Mathematics and the Department of Statistics, plus other faculty, students, staff, and researchers in the community. As such, the Math Library is considered a single-subject departmental library.

Of course, many researchers would appreciate having a departmental library near their office, so it begs the question why a branch library would be a necessity for mathematics in particular. Why continue to prioritize physical stacks in the age of digital scholarship? The picture becomes clearer as we learn more about mathematicians' information-seeking habits and how these researchers use the library. In 2010, surveys of the astronomy, chemistry, mathematics, physics, and statistics faculty at Pennsylvania State University were published analyzing citations in faculty publications to inform collections decisions: "The results show a significant difference in the ages at which the citations from each department met the target amounts, with Mathematics faculty being much more likely to cite older material than any of the others" [2]. It was speculated in the Discussion of the paper that mathematicians cite older materials more than other researchers because mathematics journals tend to publish less frequently than other disciplines and experience longer citation time lags. Mathematics information becomes out-of-date at a slower rate than most other disciplines [3]. In comparison, researchers in a field like medicine with a faster publication cycle have need for current, recently published information, while an older book or paper can remain useful to mathematicians. This phenomenon may in part account for why print collections continue to be prioritized for mathematics.

Anderson writes, "Mathematicians who use the library can be characterized as very critical yet appreciative of library services, generally dismayed by the inadequacies of online catalogs (due in part to what they perceive as not very friendly interfaces) and very proud of the collection.

They enjoy browsing through the collection and want all of it to remain in the Mathematics Library, regardless of age or use.” [4] The Department of Mathematics at UIUC has historically had a strong connection with the physical space. “Even as digital finding aids and resources have become more ubiquitous, our print research collection remains the cornerstone of the Mathematics Library,” wrote Timothy Cole, Mathematics Librarian from 2000-2020 [5]. Apart from the longer shelf-life of mathematics information, researchers preferred print because the medium was better suited to communicating equations and formulas. With the advancements of OCR technologies (i.e., accurate recognition and encoding of mathematical formulas and other special characters), mathematics information is more easily disseminated digitally today [6]. As a result, the Math Library observed a slower transition from print materials to a digital-preferred strategy than most STEM subject libraries, a phenomenon that will be speculated upon further in the Discussion section of this paper.

Through the information provided about this collection project, we hope to initiate dialog among STEM librarian colleagues when presented with related circumstances that challenge us to think about how we support mathematics as a subject and how those patrons interact with our collections. This objective is to be achieved by examining collection management strategies at the UIUC Mathematics Library initiated in recent years in preparation for the building restoration project.

Background

The Math Library began as a single, 15-foot shelf in 1893. As of early 2023, the Math Library collection consisted of over 112,000 items in print, with an estimated 71,000 books and 38,000 print serials, plus over 1,000 subscriptions to publications and databases online. Also in 1893, the UIUC Library Science program was founded; Katharine Sharpe, who headed the library school, was instrumental in the early growth of the university library system, including the mathematics collection therein [7]. In 1897, Altgeld Hall was erected to house the entirety of the university library. In 1926, UIUC opened its Main Library building, moving much of the collection to the new space and redefining how its library system would operate. The library space inside Altgeld Hall became the Law Library, and Altgeld Hall housed the Law College until 1955. It was in that year that the Math Library was moved back into Altgeld Hall, where it remains to this day [8].

Altgeld Hall is a hallmark of the UIUC campus. Students complete their time at UIUC by following the generations-long tradition of taking a photo in front of the Alma Mater statue, a beloved symbol of the campus that sits in front of Altgeld. The building features Richardsonian Romanesque architecture and is often referred to as a castle. In 1970, Altgeld Hall was added to the National Register of Historic Places [9]. Altgeld Hall has undergone numerous renovations throughout the years. Most recently, in 2018, the Academic Facilities Maintenance Fund Assessment Oversight Committee approved \$27 million in student funding to renovate Altgeld Hall [10]. Along with the renovation of Altgeld, Illini Hall is to be demolished, and a new building erected on its site as part of this initiative. The total budget for the project reaches an estimated \$200 million [11].

Once construction is completed, Altgeld Hall will house modern learning spaces within the restored and historically significant features of the roughly 121-year-old building. Mosaics, murals, woodwork, and the stained-glass dome ceiling in the Math Library will be brought back to life [10]. Construction on Altgeld Hall is expected to start in early 2023 with exterior renovations, followed by interior renovations beginning in 2024. Project completion is expected in 2026 [11]. The Math Library collection will need to be safely and completely removed from the premises of Altgeld Hall for interior renovations to begin. To anticipate this drastic move, the librarians and staff at the Math Library have refined their collection management strategies.

Collection Management Methods

The undertaking of evaluating and preparing to transfer the materials is a collaborative effort among the Math Library faculty, staff, and students, as well as with colleagues in the UIUC University Library System. These interdepartmental relationships define collection management at the Math Library and the University Library as a whole. Collection decisions are initiated by the Math Library faculty and staff and are then largely made in consultation with the mathematics and statistics departments. Following that, items are most often sent to and routed through staff in the Oak Street high-density storage facility on the edge of campus. The entire University Library System features over 14 million physical items, and Oak Street serves as climate-controlled storage for over 4 million of those items. Primarily, items that circulate infrequently are sent to Oak Street. These items can still be accessed by patrons, but a request must be placed through the library Ex Libris Alma online catalog to view the item in situ or have it shipped from Oak Street for pick up at another library location on campus.

In the transitional time during construction, Oak Street and the Main Library have been designated to house the mathematics collection. The Main Library houses the Main Stacks, which stores over 5 million items. Nearly 10,000 linear feet of the print Math Library collection will be temporarily housed in the Main Stacks during the 3-4 years of the Altgeld Hall restoration project.

The Math Library is a unit within the Physical Sciences and Engineering Division (PSED) of the University Library System and therefore maintains a close working relationship with PSED division hub, the Grainger Engineering Library Information Center (GELIC). GELIC, like the other libraries, employs Pre-Professional Library and Information Science (LIS) Graduate Assistants (GAs). The GA position allows these future librarians to gain hands-on experience in addition to their education, including work on real-world research, instruction, and collections projects. Since 2016, GELIC GAs have been working on collection management projects in the Math Library at some level. These efforts have been funded by a generous gift from Dennis and Margaret Schuett to the Math Library. The Schuett family's gift was intended to ensure the maintenance and preservation of the Math Library's unique, historic collection. The funding provided resources that allow for GAs to support collection management in the Math Library.

To uphold the values expressed by the Schuetts, the Preservation/Conservation Project was created. The objectives of the Pres/Con Project are to provide conservation care to aging and rare items in the mathematics collection, which includes materials dating back a few centuries. The

workflow was designed by the Mathematics Librarian and Math Library staff such that one GA would be dedicated each year to be trained and carry out the tasks while collaborating with and supervised by the Math Librarian.

In addition to PSED, the Pres/Con Project was also designed to necessitate partnerships and significant collaboration with the Technical Services Division and the Special Collections Division of the University Library System. Within the Technical Services Division, Collection Management Services (CMS) and Preservation, Conservation, and Digitization Services are the departments working with the Math Library. Within the Special Collections Division, the Rare Book and Manuscript Library and the University Archives are the departments working with the Math Library.

At the start of the project, Preservation, Conservation, and Digitization Services sent a team of conservators to survey the stacks for damaged items. The first GAs on the project pulled items from the shelves that were listed in the survey results. Once that list was exhausted, GAs were assigned to evaluate the collection themselves by going item-by-item through the math stacks. GAs would survey the physical bound volumes one at a time, note observations, and then place a flag between the pages of an item to mark damage observed during initial analysis. During onboarding for the Pres/Con Project, the GA receives training to conduct this brief analysis; the Preservation, Conservation, and Digitization Services unit staff assisted Math Library staff in developing this portion of the training. Appendix 1 contains the written instructions given to a new GA on evaluating items for conservation care.

Following that, each flagged item would undergo “processing,” the system for which has largely remained consistent in the years since the Pres/Con Project began. Table 1 below lists the metadata and bibliographic information required for an item to be processed. The primary change over the years has been a switch from the University’s former discovery system, Ex Libris Voyager, to using Ex Libris Primo and Alma in 2020. The software used to track and organize information collected while processing items is Microsoft Excel.

| | |
|--------------------------------|--|
| Title | Title of the item as listed in Ex Libris Alma. If title page of physical item does not match Alma, GA sets aside item to be assessed by staff. |
| Author(s)/ Publisher | Author of item as listed in Ex Libris Alma. If no author, record publisher. |
| Call number | Call number of item as listed in Ex Libris Alma. |
| Copy number | Item number that denotes which of the copies owned by the University Libraries is physically in hand. Listed in Ex Libris Alma. |
| Volume | If applicable. If item does not have a volume number, leave blank. If item has volume and issue, record both. |
| Year published | Year item was published. Listed in Ex Libris Alma. If publication year on title page of physical item does not match Alma, make note. |
| Barcode | Barcode scanned from physical item. |
| Damage | Description of damage, observations, concerns. |
| UIUC holdings | List the three-letter library codes of all locations on UIUC campus with copies. For example, Math is MTX and Oak Street is OAK. |
| iShare holdings | iShare is the library consortium of the state of Illinois. Does the item record in Ex Libris Primo show that it is available through iShare? Write Yes or No. |
| OCLC holdings | Can the exact item be found in WorldCat? If so, how many libraries worldwide hold the item? More than five? Write Yes in this column. Less than five? Write Yes but also make a note for rareness. Only UIUC? Write No. More than one OCLC record? Consult supervisor. |
| HathiTrust availability | Is a full-text digitization of the item available in HathiTrust? Write Yes or No. |
| Online availability | Is a full-text digitization of the item available anywhere else online, through UIUC or Open Access? Write Yes or No. |
| Last circulated | Record the most recent year on the item check-out slip or the year listed as last checked out in Ex Libris Alma. If unavailable, write Unknown. |
| Department | Typically, write Preservation here, or write Withdrawn. If item does not require conservation care but should be digitized, write Digitization. |
| Date sent | Date an Ex Libris Alma request was input for the item to be sent through Campus Mail out of the Math Library. |
| Date returned | Date the item returned to the Math Library through Campus Mail. |
| Oak Street? | Will the item remain part of the mathematics collection, or will it be transferred to Oak Street Library? Write Yes or No. |
| Notes | Notes section for concerns such as broken links, bibliographic holdings inaccuracies, duplicates to be weeded, item rareness, etc. |

Table 1. Details the information collected on each item during processing.

Each cell in the left column of Table 1 is the header cell of its own column in the item processing spreadsheet used to track each item. Each item received its own row in the spreadsheet, and the information collected is recorded left to right starting with the item's title. The relevant information is then added to every cell in an item's row from "Title" to "Last circulated." Each of those cells includes information largely retrieved from the Integrated Library System (ILS) about each item. This information is largely generated from Ex Libris Alma. In contrast, the "Department," "Date Sent," "Date Returned," and "Oak Street?" categories are time-dependent decisions made later in the process. Once an item has been evaluated and all the information from "Title" to "Last circulated" has been recorded, the next step the GA faces is a collection management decision. Based on the information collected, the GA flags an item for transfer, stabilization, digitization, or deaccession, with the final decision made in consultation with the Math Librarian.

Training for the GELIC GA covers usage of Ex Libris Alma and Primo systems, OCLC WorldCat, HathiTrust, and much more. The information literacy skills required to process items typically necessitates that the GA assigned to the Pres/Con Project is in their second year, once they have had at least one year of library experience in PSED. It is also recommended the Pres/Con Project GA enroll in the Information Sciences (IS) 585 Bibliographic Metadata as well as one of the preservation courses offered by the UIUC iSchool, such as IS 523 Preserving Information Resources. These complement the practical skills and experience by underpinning the foundational understanding derived from the graduate LIS curriculum.

The Math Library worked closely with the UIUC Rare Book and Manuscript Library (RBML) to identify the appropriate criteria to determine what is "rare" and as a result, would be subject to special consideration, such as transfer to the special climate controlled RBML vaults. See Appendix 2 for the RBML criteria. When a GA determines that an item potentially meets criteria for rareness – for example, a book that was published before 1851 – then the GA must set that item aside to confer with the Math Librarian as well as faculty and staff in RBML. The final decision is made by staff and researchers within RBML as to whether an item should be transferred for storage in their vaults. If an item is determined to be a significant work about UIUC or generated by current or previous UIUC faculty, staff, or students, it may be considered for transfer to the University Archives (UA). If an item requires treatment, such as stabilization/preservation/repairs, but does not meet criteria to be sent to RBML or UA, it may remain within the math stacks or be transferred to Oak Street. As previously mentioned, Oak Street has dedicated space for the mathematics collection in preparation for construction. In conjunction with the Pres/Con Project, the Oak Street is considered the "Medium Rare" facility. With its climate-controlled system and closely monitored circulation policies, items that still belong with the rest of the mathematics collection can be stored at Oak Street under safe conditions.

If an item is found to be a duplicate, meaning multiple copies are held by the Math Library, circulation data is evaluated for each copy in addition to physical condition to determine whether the library requires multiple holdings or if one or more copies can be deaccessioned. If an item is

out of copyright and the GA was unable to discover any digital availability of the item, the item can be sent for digitization through Internet Archive instead of preservation. Ultimately, the “Department” column of the spreadsheet exists for GAs to track the final decision made on where to send the item. The GA cannot finalize decisions that completely deaccession items from the mathematics collection; they work closely with the Math Librarian and all item-actions are supervised. That said, once the “Department” decision made by the GA has been approved, the GA can move forward with processing. If an item is deemed to be sent for treatment, the GA places a request in Ex Libris Alma for the item to be shipped from the Math Library to Preservation, Conservation, and Digitization Services through Campus Mail.

While the GA conducts an initial analysis before sending an item, in-depth analysis of an item’s damage and treatment decisions are made by professionals in Collections Care, a part of Preservation, Conservation, and Digitization Services. Treatment is carried out by the Conservation Lab, another part of Preservation, Conservation, and Digitization Services. If it is deemed necessary by Collections Care, an item can be sent to the bindery instead to be completely rebound. It is also possible for Collections Care to specifically route an item to Digitization Services instead of the Conservation Lab for the item to be digitized and made available online if it is in the Public Domain and not already accessible electronically.

Once treatment has completed, items are shipped back to the Math Library. If the item could not be restored to a stable state, the Conservation Lab will custom-create an archival-grade box to house the item. When items are returned to the Math Library in an enclosure, the GA will write “returned in a protective box” in the Internal Notes of its Ex Libris Alma record. Items in enclosures are marked as Non-Circulating if they are to be put back on the shelves at the Math Library. Non-Circulating items are available for in-library viewing only. Items can be marked as Non-Circulating if they are returned still in fragile condition, as well. It is not uncommon for an item to be Non-Circulating; every print serial in the mathematics collection is Non-Circulating. The Microsoft Excel spreadsheet that exists as the Master Item List of all items processed by GELIC GAs contains processing information for 1,898 items tracked as of early 2023. Figure 1 on the next page provides an overview of the path an item travels through processing for the Pres/Con Project.

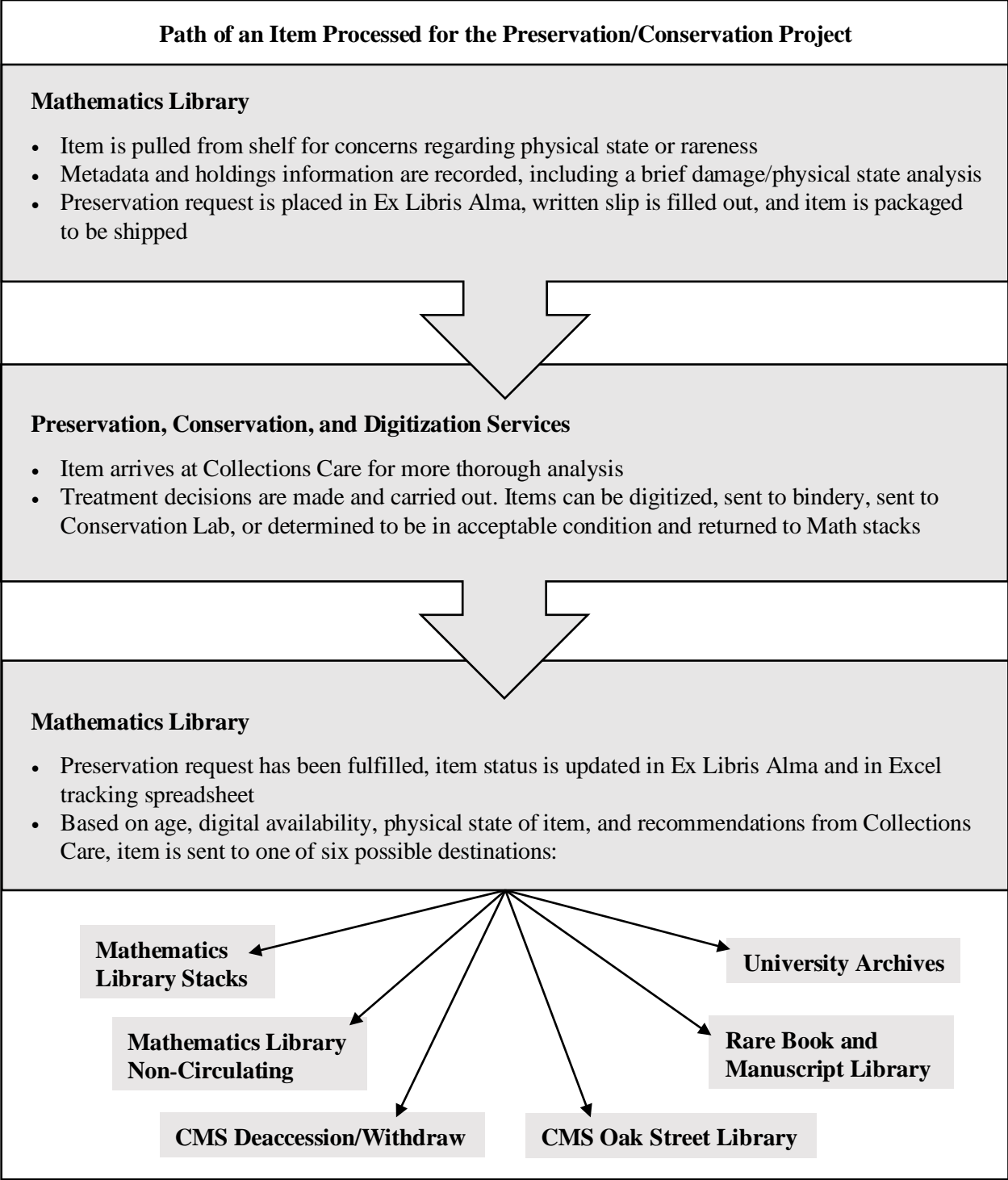


Figure 1. Items in the mathematics collection are evaluated for damage and decay. If an item requires treatment, it will be processed and sent through the illustrated channels above to receive care. In the end, an item’s final destination depends on its circumstance. Items can be returned to the mathematics collection or removed from the collection in a variety of ways.

Discussion & Conclusion

Ultimately, the procedures used by the Math Library to process and preserve its collection distinctly reflect the resources and relationships unique to UIUC University Libraries. Institutions of varying sizes and with their own unique resources and strengths can still leverage processes like those in this case study to provide expert item-level care. If a smaller library was able to secure a partnership with an independent book restorer or conservator, a system for processing like that of the Pres/Con Project would allow library staff to conduct collection management through the lens of preservation. To attain a partnership of that sort might also be an opportunity for the library to consider applying for a grant. The Schuett family's generosity has been integral to the creation of the Pres/Con Project. Outside of practical partnerships for completing the workflow, it is vital for a library to also consider stakeholders – whether that be a grant-funding agency, a community donor, or otherwise – who would have interest in the project and support preservation of historic works.

For any library entering a partnership to treat and preserve their collection, the authors' most significant finding during this project is to communicate openly and clearly with your colleagues, partners, and patrons served. Over the years of the Pres/Con Project, timelines and workflows adjusted to available resources (both funding and personnel), including shifting capacities of the many different partners that are part of this larger collections project. It is critical to start these collections projects well in advance as the most effective systems take time to iterate properly. As well, the relationships with every other unit or department you will rely on for your collection management take time to build and to establish effective communication. Essentially, flexibility and adaptability are crucial components when communicating and working with partners. Developing and maintaining these working relationships are just as important as the processes and systems they enable. It is critical not to attempt to leverage a relationship that has not yet been established or risk consequences such as miscommunication.

One other element of the Math Library's collection management in preparation for the renovation that we would like to emphasize as a takeaway for other libraries is the nuance surrounding online compared to print holdings. Digital preservation is an entirely different project from the conservation of print materials. As previously mentioned, the Math Library and its patrons served have long-valued print collections. For an item to be deaccessioned from the mathematics collection, it is paramount for its online availability to be secure, unchanging, and of high quality. In fact, in most cases availability through HathiTrust is not enough to withdraw an item because not every patron has ready access to the platform. It was a priority for the Math Library not only to ensure ready and long-term access to the knowledge afforded by its collections to the UIUC community and Illinois residents but also for the important goal of Open Science. Full text must be accessible online in perpetuity through appropriate licenses or available through Open Access through a reputable platform in order for electronic availability to be considered reliable. Maintaining such high standards in this regard has ensured that mathematicians and other patrons using the Math Library can not only access a material, but also make effective use of it by ease of discovery and access. While it is acknowledged that the University Library System's vast resources do play into the Math Library's ability to be so strict

in our requirements for digital availability, this is a value that must be considered by any library housing a mathematics collections in particular.

Recall that the Math Library is considered a single-subject departmental library. The University of Illinois has reduced the number of departmental libraries on its campus gradually for the last 15 years, similar to peer institutions of higher education across the nation. For example, the university's Geology Library closed in 2010, and the Physics & Astronomy Library closed its doors in 2009. Both collections were merged into the Grainger Engineering Library Information Center. The move from single-subject departmental libraries to a consolidated, multidisciplinary science and engineering library is not an uncommon trend among research universities. From 1983 to 2017, 79% of physics departmental libraries and fifty-eight percent 58% of geology departmental libraries closed at ARL institutions. Mathematics departmental libraries saw the lowest closure rate at fifty percent 50% [12]. This can be attributed to preference for print collections within the mathematics and statistics fields, though there is evidence that information seeking habits shifted to a digital-first strategy during the COVID-19 pandemic largely due to the restrictions for accessing physical library spaces during the lockdown period [13].

Despite this trend, it is possible that mathematics libraries will continue to persevere while other departmental libraries are absorbed because of the nature of mathematics as a subject and how it informs the research habits of this specific set of library users. It was mentioned earlier that the collective jump from print to digital resources made by libraries across the world was slower felt by the Math Library because mathematical formulas and equations were difficult to disseminate digitally before OCR technologies advanced to accommodate. In the early days of the movement to digitize print-borne science, OCR technology was not yet at a point where it could reliably encode the special characters in mathematical formulae. This created some hesitation by those in the math and statistics fields. This has slowly changed overtime as the nature of scholarly communication has shifted to a digital-first paradigm. That said, since older mathematics materials remain useful, retroactively digitizing those print-borne items typically means photocopying. Recent concerns have been raised that AI cannot text-scrape photocopied documents as easily as borne-digital, potentially slowing the rate at which mathematics material can be communicated digitally, as well [14]. The authors have concluded that there is ample opportunity for further research in this area.

In conclusion, the University of Illinois at Urbana-Champaign has demonstrated a dedication to preserving its history, both in restoring Altgeld Hall to its former glory and in shining the spotlight on the needs of the mathematics collection. The Math Library, through collaboration with multiple partners, has outlined not only how collection management strategies can be honed to support preservation of print materials, but also why it is important to library users and our community. In a testament to the success of this collection management project procedures and strategies, UIUC was able to accelerate the temporary closure of the Math Library and rehousing of the print stacks to take advantage of an opportunity to move up the Altgeld Hall building project one full year from its former start date in the summer of 2024 to the summer of 2023.

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Appendix 1

Math Preservation/Conservation Project

Evaluating Items

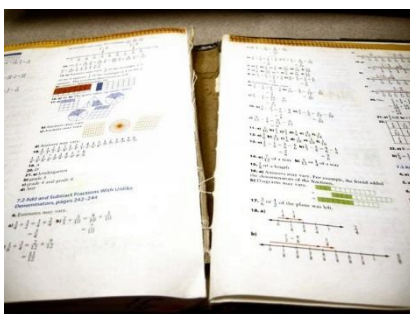
1. Conservation Lab Condition Assessment

- a. Several semesters ago, Conservation came to the Math Library and assessed the damage in our whole collection. In order to keep track of the damage they used what is called Conservation Lab Condition Assessment, which are essentially reports that explain the types of damage that could be seen in ranges of books (these sometimes also point out certain call numbers). However, the majority of time it will just be a range of books and you will have to pull what you think looks damaged within that range.

2. Types of damage you will see in the reports and what you are looking for

i. Binding/Spine Damage

1.



2.





3.

ii. Headcap Damage

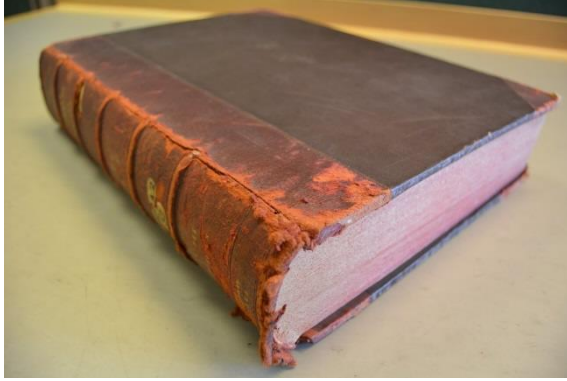


1.



2.

iii. Red Rot - https://en.wikipedia.org/wiki/Red_rot



1.



2.

iv. Brittle Pages, Loose Pages, or Pages Falling Out



1.



2.

b. Pulling Items

- i. Like I said earlier, in these reports majority of the time you will get a range of call numbers or the name of a journal, but it won't tell you the specific item that is damaged. This will be your call to make. Based on overall appearance of the item or flipping through it.

General Guidelines for Determining University Library Materials Under the Care of The Rare Book & Manuscript Library

Pursuant to University Library policy, the Rare Book & Manuscript Library (RBML) formulates guidelines for determining which general University Library materials should belong in the Rare Book & Manuscript Library or at the Rare Book & Manuscript Library Oak Street location. RBML is also responsible for all rare books and manuscripts held in departmental libraries outside the Special Collections Division and is working with these libraries on issues of curation, use, and location of rare materials. These guidelines correspond in large part to ALA's *Guidelines on the Selection & Transfer of Materials from General Collections to Special Collections*

(<http://www.ala.org/acrl/standards/selectiontransfer>).

Generally, books belonging to any of the following categories are to be sent to The Rare Book & Manuscript Library:

1. All imprints issued **prior** to the dates indicated below:

Europe: **1851**

Asia: **1851**

English language imprints from any location: **1851**

United States and Possessions: **1851 except**

| | | | |
|--------------------------|----------------------|------------------------|--------------------------|
| Alaska 1901 | Arizona 1901 | Arkansas 1901 | California 1876 |
| Chicago 1876 | Colorado 1901 | Florida 1876 | Hawaii 1901 |
| Idaho 1901 | Iowa 1876 | Kansas 1876 | Minnesota 1876 |
| Montana 1901 | Nebraska 1876 | Nevada 1901 | New Mexico 1876 |
| North Dakota 1901 | Oklahoma 1901 | Oregon 1876 | South Dakota 1901 |
| Texas 1876 | Utah 1901 | Washington 1876 | Wyoming 1901 |

All Confederate States imprints: **1860-1865**

Africa: **1851**

Australia: **1851**

Canada: **1851, except**

| | | | |
|---------------------|------------------------------|----------------------|--------------------------|
| Alberta 1901 | British Columbia 1901 | Manitoba 1901 | Saskatchewan 1901 |
|---------------------|------------------------------|----------------------|--------------------------|

Mexico and Latin America: **1851**

South America: **1851**

(Note: In the case of periodical, newspaper and other serial sets started prior to and continued after the dates indicated above, only those "early imprint" or otherwise notable volumes known to be rare or reflecting high market value are to be sent to RBML.)

2. Works of high market value (generally over \$1,000 per volume).
3. Works printed in editions of 100 copies or less.
4. Exceptionally finely produced books, including superfine facsimiles.
5. Examples of private press publications.
6. Ephemeral works of special importance (e.g., scarce pamphlets or broadsides).
7. Delicate works whose storage or use requires special care or mediation.
8. Valuable maps, original art, original photographs, or plates--especially plates with hand-applied or lithographed color--either as issued or as part of extra-illustrated volumes

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9. Works with important provenance or association (e.g., presentation copies signed by important authors).
10. Manuscripts, except those within the scope of the University Archives or the Illinois History and Lincoln Collections.
11. Books with movable parts, e.g., pop-up books.
12. Children's books printed before **1945**.
13. Material that may enhance one of the named special collections or collection areas of The Rare Book & Manuscript Library (e.g., Wells, Sandburg, Merwin, Mark Twain, Proust, Milton).
14. Items for which five or fewer copies are reported in the national online bibliographic database (OCLC WorldCat) or items for which only one copy is held in the geographic region (examples of library materials that are scarce or rare)