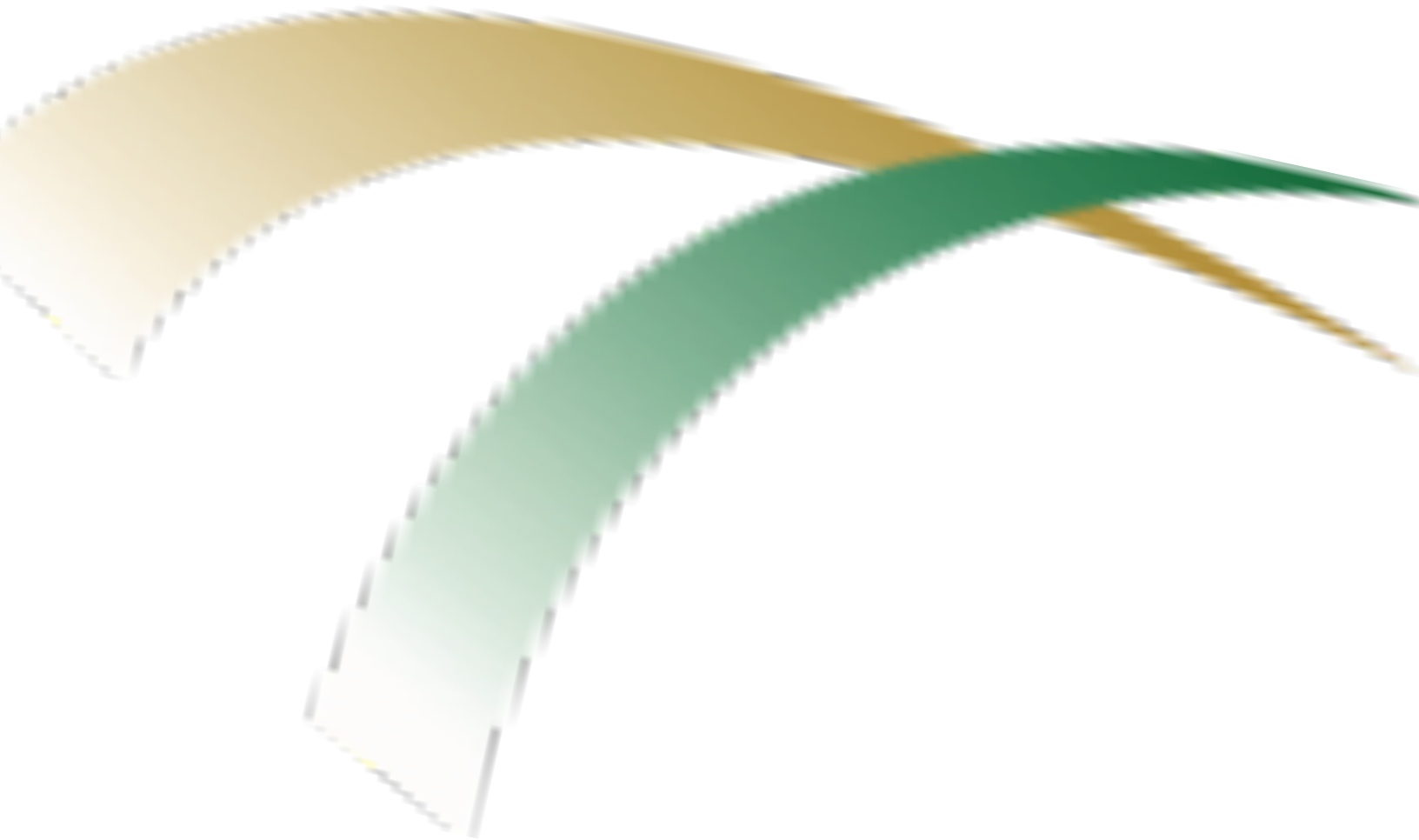


PALNI CONSORTIAL INSTITUTIONAL REPOSITORY

Private Academic Library Network of Indiana
1/26/2018



BACKGROUND

PALNI has been working towards a consortial institutional repository for some time. Using our method of “Deep Collaboration” across institutions, the first iteration of the cross-institutional IR Task Force identified a true need in 2013. In surveying the PALNI supported libraries, the group found that over 70% did not have an IR system in place, and over 65% were interested in participating in a collaborative IR system. Budget constraints were and remain a large factor—the greatest impediment identified in the survey. Following closely behind were staffing limitations and insufficient technological support, highlighting the impact that management of an IR at the consortial level might have. In 2017, PALNI hired a Scholarly Communications Director in part to manage the development of the IR, and the IR Task Force was rebooted. Given that capacity, and the priority established in PALNI’s 2017-2020 strategic plan, we are now ready to evaluate, select, and implement an IR system.

REPOSITORY STRUCTURE

MULTITENANCY

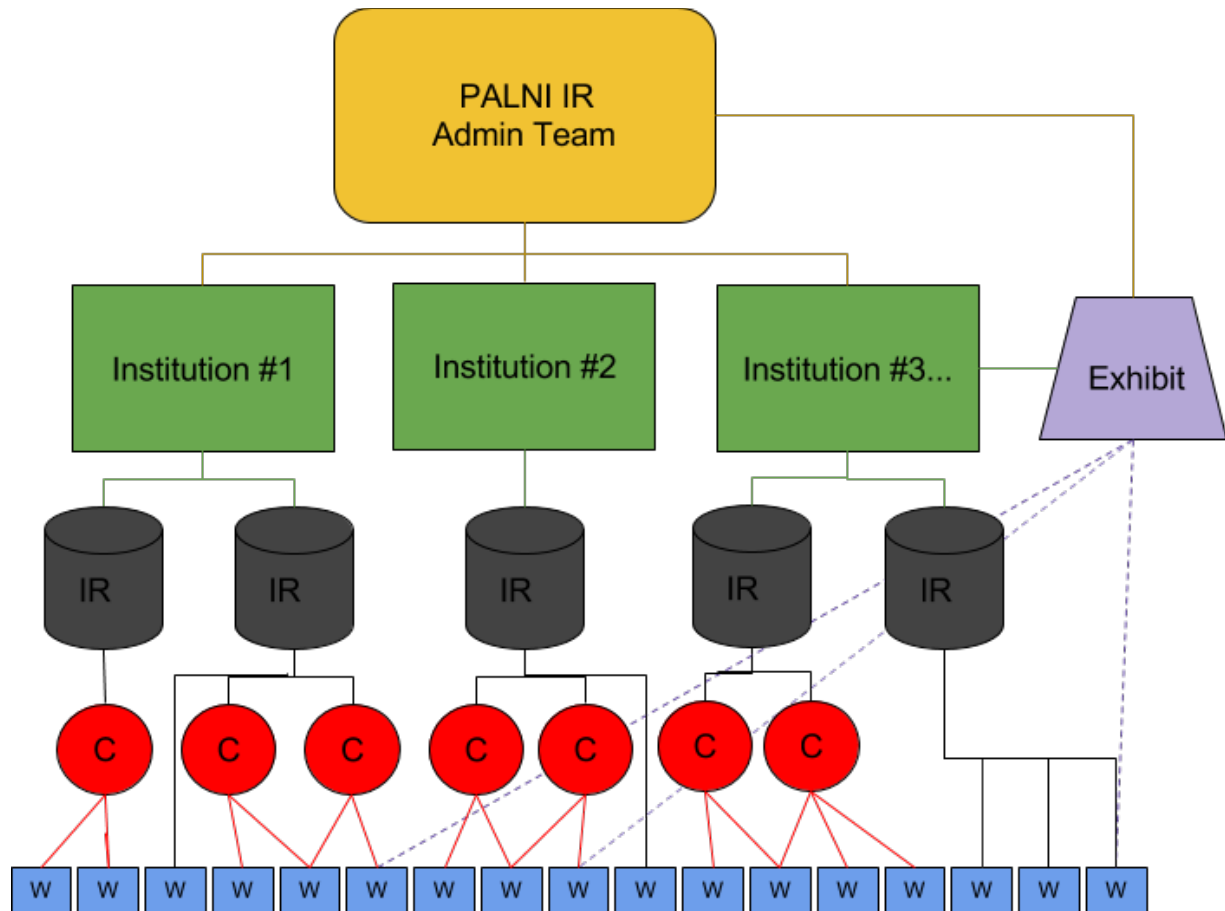
The PALNI collaborative IR must be multitenant. Needs include:

- Ability to host multiple repositories within the same global system, each with its own users, collections, objects, and look & feel
- Centralized administration, alleviating staffing constraints at the institution level
- Unified technology management, allowing technology to no longer act as a local obstacle
- Consortial arrangement allowing for “Deep Collaboration” and sharing of workflows across institutions

STRUCTURE SKETCH

See page 2

STRUCTURE SKETCH



Functional Levels
PALNI IR Administration Team
Institution
Exhibit
IR: Institutional Repository
C: Collection(s)
W: Work(s)

FUNCTIONAL LEVEL NEEDS

PALNI IR ADMINISTRATION TEAM

PALNI's Institutional Repository Administration Team, led by the Scholarly Communications Director, is the small cross-institutional team which will administer the consortial IR. Needs include:

- Ability to centrally manage consortial IR for 20+ institutions

- Can manage (add, edit, delete) multiple institutional repositories, collections, works, and users across institutions
- Capacity to manage web interface at both global and institutional level
- Ability to search all PALNI content combined, or by using limiters for institution, repository, and collection
- Capacity to create analytics/download statistics at all functional levels

INSTITUTIONS

PALNI supported institutions will work with the PALNI's IR Admin Team to set up their repositories, and will operate them with support of the Admin Team and other PALNI institutions. Needs include:

- May have more than one repository
- Include institutional level branding and landing page
- Capacity to manage web interface at the institutional level
- Ability to manage repositories, collections, works, and users at the institution level
- Can search institution's repositories and collections individually or in combination
- Ability to assign user rights across institutions at repository, collection, and work level (for example, one institution might grant rights to upload or edit metadata for another)

REPOSITORIES

Multiple repository slices will exist within the PALNI instance. Needs include:

- May include multiple collections
- Works may belong to multiple collections or exist outside of a collection
- Option for mediated deposit
- Option for a completely hidden/private repository
- Capacity for object history and version control
- Ability to batch import, including metadata. Bonus to include migration abilities from other repositories such as CONTENTdm and/or Digital Commons.
- Global and batch metadata editing capability
- Ability to require user authentication for restricted/embargoed content
- Option to display streaming audio and video

- Capacity to create metadata-only records and records for externally linked/embedded content
- Ability to batch export metadata (and for integration into library catalog)
- Can to batch export objects
- Full text searchability

EXHIBITS

We require the ability to create webpages to showcase our collaborative IR content from multiple sources. Needs include:

- Capacity to create and manage digital exhibits containing works from multiple IRs
- Ability to create and/or integrate theme based collections alongside structural collections
- Desire for collection level webpages
- Ability to administer these pages globally and locally

USER MANAGEMENT NEEDS

PALNI requires an institutional repository system that will enable and encourage collaborative workflows. Needs include:

- Ability to assign roles with variable access levels, such as view, add, edit, and delete
- Capacity to assign user rights at the global, institution, repository, collection, and work level.
- Ability to search for users according to role and institution.
- Can log in to other/multiple repositories easily
- Ability to report on user activity
- Option to batch import user lists
- Ability to integrate email notifications
- Capacity for collaborative workflows:
 - One to many: Staff at the Admin Team level have ability to access each institutions system to make necessary changes or perform a task
 - One to one (or several) within group: An institution collaborates with one or several others, typically around performing a task, such as metadata creation

PREFERRED FUNCTIONALITY

The following functions are also desired:

- Option to request that uploaders authorize the institution to store and distribute the document (distribution license)
- Ability to store distribution license with content
- Ability to create custom cover pages with submissions
- Data preservation support
- Persistent document identification
- OAI-PMH supported
- Z39.50 Protocol compliant

DESIRED CONTENT TYPES

The following data comes from the 2013 survey conducted by the PALNI IR Task Force in response to the question: What kinds of publications are currently archived (saved or published) on your campus or what would you like to see archived (saved or published)?

The purple items are the ones which we want to include in the collaborative IR.

