

## NATIONAL GEOSPATIAL DIGITAL ARCHIVE (NGDA)

Presentation to ALA MAGERT Map Collection Management Discussion Group

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<http://www.ngda.org>

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### I. Objectives of the project:

- Create a new national federated network committed to archiving geospatial imagery and data.
- Investigate the proper and optimal roles of such a federated archive, with consideration of distant (dark) backup and migration, directly serving content to users, vs. referring requestors back to the originators of the data for copies or assistance, active or passive quality/integrity monitoring, application of metadata, federated searching, dissemination of metadata, etc.
- Collect and archive major segments of at-risk digital geospatial data and images.
- Develop best practices for the presentation of archived digital geospatial data.
- Develop partner communication mechanisms for the project and then ongoing.
- Develop a series of policy agreements governing retention, rights management, obligations of partners, interoperability of systems, and exchange of digital objects.

### II. Collection-management documents developed for ingest of collections to be archived by NGDA

a. Collection-development policy (CDP) for NGDA Version 2.0 11/1/2006:

[http://www.ngda.org/research/Collections/CDP\\_Nov\\_06.pdf](http://www.ngda.org/research/Collections/CDP_Nov_06.pdf)

b. Collection-development policy for NGDA node: Stanford Branner Earth Science and Map Library

c. Collection-development policy for NGDA node: UCSB Map and Imagery Lab

d. Content-provider agreement base document and exhibit B

i. Draft 3 of base document:

[http://www.ngda.org/research/Rights/SUL\\_NGDA\\_3.0COPY.pdf](http://www.ngda.org/research/Rights/SUL_NGDA_3.0COPY.pdf)

ii. Exhibit B, 11/2006:

[http://www.ngda.org/research/Rights/NGDA\\_EXHIBITBcopy.pdf](http://www.ngda.org/research/Rights/NGDA_EXHIBITBcopy.pdf).

e. Node-to-node draft agreement

### II.a. CDP outline and excerpts

#### **I. Collection purpose and description of the users**

- The purposes of the NGDA collection are to archive broad collections of digital geospatial data of the United States, and make it available to users. The primary users of the NGDA are citizens - present and future - of the United States of America. The secondary users of NGDA are all other people who use the Web. Users of geospatial data are many ...

## **II. Selection, Evaluation and Prioritization**

Geospatial data are produced in large quantities from a wide-ranging group of organizations and entities. Data producers include government agencies, commercial vendors and individuals. It is important to carefully evaluate the needs of the collecting institution in selecting materials to collect and archive. In order to begin the process, the following steps are recommended.

1. Develop awareness of potential collections.
2. Check that a potential collection is within the Scope of Coverage (see Section III below).
3. Assign a priority rating to each potential collection using the following questions as a starting point.
4. Obtain resources to collect first priority collections. Resources include collection funds if the data are not free, metadata/cataloging services, server or repository space, and resources to access the data such as computers and relevant software.
5. If resources are available, proceed to second priority collections.

## **III. Scope of coverage**

- The scope of collecting is solely in the realm of geospatial digital data. The term, "digital geospatial data," is defined as digital items, displayed as graphics, that are georeferenced or are geographically identified. ...

## **IV. Metadata recommendations**

- It is important to collect as much metadata as is feasible. The NGDA recommends a core set of metadata fields with the understanding that it may not be available in all cases. ...

## **V. Sources for digital geospatial data**

Although governmental sources of data are of primary interest, the archive is not to be limited to data generated, or contracted, by federal agencies of the United States, but instead will include digital geospatial data generated by any agency or person. ...

## **VI. Coordination and cooperation with other collections**

- The NGDA's mission is to be a collecting network. As such, collaboration with other institutions is expected and necessary. ...

## **VII. Appendices**

**Appendix 1: Sample NGDA-node collection development policies ...**

**Appendix 2: Glossary ...**

**Appendix 3: Collection Levels ...**

**Appendix 4: For more information (links and bibliography) ...**

IIa. CDP for a node: follows same outline; wording changes to reflect a given node's primary and secondary audiences/users. Example below is from the UCSB node cdp, from part I.

COLLECTION DEVELOPMENT POLICY FOR THE NATIONAL GEOSPATIAL DIGITAL ARCHIVE: Node, Map and Imagery Laboratory (MIL), Davidson Library, University of California, Santa Barbara

Version 1.0, May 2007

## **I. Collection purpose and description of the users**

The purposes of the MIL node of the NGDA are to archive collections of digital geospatial data of the United States of interest to the primary users of the MIL (students, faculty and staff of the University of California), and make the metadata and data (the latter may be served out by content providers rather than by MIL) available to both primary users of MIL and to primary and secondary NGDA users. The primary users of the NGDA are citizens - present and future - of the United States of America. The secondary users of NGDA are all other people who use the Web, of which there are many; the following brief list is a sampling ...

II.d.i. Content-provider contract between a content provider and a node: It's a contract, first draft by a Stanford University lawyer, then the Stanford lawyer and the intellectual-property lawyer from UCSB went over it in detail, until we all came to agreement. Example below is from the beginning of the Stanford version.

. Draft: NGDA Content Provider Agreement 3.0  
Draft Only  
Not For Official Use

### **CONTENT PROVIDER AGREEMENT**

**Between**

**THE BOARD OF TRUSTEES OF THE LELAND STANFORD JUNIOR UNIVERISTY  
And**

**COMPANY/INDIVIDUAL**

This Content Provider Agreement ("Agreement") is entered on this \_\_\_\_ day of \_\_\_\_\_, 2006 ("Effective Date") into by and between THE BOARD OF TRUSTEES OF THE LELAND STANFORD JUNIOR UNIVERSITY, a non-profit trust having corporate powers under California law (Stanford), and, COMPANY/INDIVIDUAL, a \_\_\_\_\_ [state of incorporation] Corporation, having a principal place of business at \_\_\_\_\_ [street address], (Content Provider).

WHEREAS, STANFORD is a non-profit organization dedicated, in part, to engaging in high quality research activities for the advancement of knowledge and benefit of the public;

WHEREAS, the U.S. Library of Congress has developed the National Digital Information Infrastructure and Preservation Program (“NDIIPP”) to develop processes and establish a network of depositories for the storage, preservation and use of born-digital materials and information;

WHEREAS, STANFORD, together with the University of California at Santa Barbara (together, the “Custodians”) are participants of the NDIIPP program and are collaborating on a research project entitled the National Geospatial Digital Archive (“NGDA”) and funded by the U.S. Library of Congress with the following goals: (a) create a new national federated network committed to archiving geospatial images and data; (b) investigate the proper and optimal roles of such a federated archive, with consideration of distant (dark) backup and migration; (c) directly serve content to users; and engage in active or passive quality/integrity monitoring, application of metadata, comprehensive searching, dissemination of metadata, etc.; (d) collect and archive segments of at-risk digital geospatial data and images; (e) develop best practices for the presentation of archived digital geospatial data; and, (f) develop a series of policy agreements governing retention, rights management, obligations of partners, interoperability of systems, exchange of digital objects, etc. ....

II.c.ii. Content-provider contract, beginning of Exhibit B:

EXHIBIT B

1. Authorized Users of Licensed Materials. The following persons and entities shall be considered authorized users of the Licensed Materials:

- a. Persons Affiliated with the Custodians of NGDA. Full and part time students and employees (including faculty, staff, affiliated researchers and independent contractors) of any Custodians of the NGDA, regardless of the physical location of such persons.

....

II.c.ii. Node-to-node draft agreement: not yet on Website; beginning of outline – still being worked over

**Introduction:**

**1. Exhibit B**

**2. Language about how nodes will communicate with each other.**

**3. Decision making will be through consensus process. Nodes will decide when and how to make changes to the Node to Node agreement.**

**4. Nodes meet once a year to discuss responsibilities and issues of importance. Nodes should set aside funds to cover sending at least one staff person.**

**5. Indemnification of other nodes (place here or in procedural page?)**

**6. Standards for termination (place here or in procedural page?)**