

Unit Narrative

Major Activities and Accomplishments

US Geological Survey Topographic Maps (Optimize discovery of, access to, and accessibility of library resources. Expand access to unique collections and resources.)

The transfer to Oak Street of superseded editions for non-Illinois topographic maps was completed during the fiscal year. A total of 44,871 1:24,000-scale topographic maps were sent, all with full bibliographic records (at the state level) and listed in holding records. The most recent print edition of each non-Illinois topographic quadrangle as well as all editions of all Illinois quadrangles were retained in the Map Library. 52,901 non-Illinois quadrangles were moved out of Room 418 and into Room 408. As with the USGS topographic quadrangles transferred to Oak Street, all have full, state-level bibliographic records and complete holding records. All editions of the 1:24,000-scale Illinois topographic quadrangles remain in 418. A process has been developed to verify and update cataloging of quadrangles that had been processed approximately 6 years ago. That project treated approximately one-third of the quadrangles, and since then, additional quadrangles have been added from the former Geology Library and other sources. The process will also make possible cataloging quadrangles not yet processed. As the collection shift and bibliographic/holdings record check project (see below) comes to a conclusion, the project to catalog Illinois topographic quadrangles will ramp up but this is not anticipated for a few years (possibly 2018/2019).

Collection Shift and Bibliographic/Holdings Records Check (Optimize discovery of, access to, and accessibility of library resources. Expand access to unique collections and resources.)

The unit began to slowly ramp up for shifting the map collection in October. The move of the US Geological Survey topographic quadrangles (see above) paved the way to begin shifting the “monograph” map collection. Two older model laptops are on long-term loan from Library IT. As maps are shifted, their bibliographic, holding, and item records are being checked “at the drawer,” facilitated by wireless laptops with the Voyager cataloging module and connections to web-based cataloging resources. Simple corrections such as updating access points (checked against the Library of Congress authority file), correcting call numbers and typographical errors, and adding additional pieces and copies are all done at the drawer. Items impacted by more difficult situations such as no record found, incorrect MARS match, multiple copies on different bibliographic records, and MARCette records are brought into the office for rectification. Between November and June, 20 drawers of maps containing over 4,000 titles were checked and shifted. 637 titles were found to have MARCette records, 121 had MARS record mismatches, 78 had no record in Voyager at all, and 53 were incorrectly cataloged (not due to the MARS project).

Oak Street Transfers (Optimize discovery of, access to, and accessibility of library resources. Expand access to unique collections and resources.)

As of 30 June 2016, the Map Library had transferred 157,214 maps in 2,375 titles to Oak Street. This is larger than entire map collections at institutions such as the University of Virginia and Miami University. This number includes a very small number of the geologic maps already housed at Oak Street for which the Map Library staff is responsible for providing bibliographic and physical access.

As anticipated, the rate of transfer was much slower during the year than during previous years. The items transferred were primarily trailing ends from the long-term, massive transfer project and items that were deemed appropriate to transfer when examined during the collection shift project.

Complete processing of cartographic materials moved to Oak Street from the former Geology Library is on the distant horizon. Given that the Map Library is in the middle of a complex and labor-intensive project to shift the map collection, the number of titles needing to be cataloged, the number of corrections needing to be made to geologic map records and the immense amounts of materials that would need to be requested from Oak Street to verify corrections combine to be too great for the Map Library staff to grapple with at this time. In a meeting with Michael Norman (CAM) and Mary Laskowski (CMS) late in the spring semester the possibility of allocating some CAM staff time as well as a workspace within CAM appropriate to catalog maps was discussed but there has not been any concrete outcome from that conversation yet.

Special Collections Scanning Preparation Project – Fold-Out Maps

Massive scanning projects such as Google Books and Hathi Trust do not include folded materials in their scanning workflow. Often these illustrative items are core to understanding the text. Because of the depth and breadth of its collections, the Library could meet a broad community need by scanning and providing access to images of these graphic items. With funds allocated to the Division through Jennifer Teper, two library science graduate students were hired to staff a pilot project to collect metadata about fold-out maps (and other graphic materials) in early (pre-1923 to meet copyright regulations) geography journals to support possible scanning of these items. Data was gathered in Excel spreadsheets following a template. 122 volumes from four journal titles, in German, Finnish and English and published between 1853 and 1919, were examined, and 731 maps were described. Many of the maps described are greatly embrittled, making it difficult to safely unfold and refold them. The descriptive data gathered included: map title, map creator, physical description (size), other descriptive information, subject headings, and information about the accompanied article, volume, and location within the volume. This is not an inordinate or unusual amount of information and would create adequate metadata records describing images. But a project to create pre-scanning metadata, scan the maps, and provide access to the images, based on this method, might not be scalable given Library resources and other needs.

Display Case and Blog

The unit's display case was changed on a regular basis and included displays on the Campus, the centennial of the founding of the United States National Park Service, and a war game map published by the Army Service Schools in 1909. Because of hallway floor replacement, there was no exhibit during summer 2016. Displays planned for FY17 include: 50 Years of Star Trek (fall) and Town and Gown through 150 Years (spring)

A unit blog was begun during the spring semester. Six entries were written and illustrated with photographs of materials from the unit's collections. Topics included Yellowstone National Park, the geopolitical history of the Cameroons, the 1909 war game map for Fort Leavenworth, literary maps, and maps of empire. Blog topics are often opportunistic, focusing on items that have been discovered through reference work or collection management tasks.

Gift Funds

Received gifts to purchase two mid-20th century pictorial maps of Illinois, a 1808 plat map of Kaskaskia, a 1818 map of North America, and a 1944 map showing "doodle bug" crash sites in Kent County, England

Challenges

There were no specific challenges or hindrances during the year. The unit continues to run four dehumidifiers – 2 in 408 and 2 in 418. During the summer, all must be emptied twice a day. We have noticed that the buckets are filling in less than 8 hours, being emptied between 8:30 and 9:00a and automatically turning off before 4:30p. More dehumidifiers is not the answer as 4 roundtrips to empty dehumidifier buckets (2 buckets each trip) are already being made daily.

Significant Changes

There were no significant changes in the unit.

Contributions to Library-wide Programs

Reference, Research Consultations – at request of RBML head, consulted with RBML collection user regarding early 19th-century geologic maps of the United States [this interaction also led to the researcher submitting a paper to a cartography conference that he did not previously know about]

Digital Content Creation – worked with DCC & IT to develop new image server; Special Collections pre-digitizing preparation project (see above)

Collection Management – unit head is a member of CAPT Cataloging/Metadata Working Group; selected Prairie Research Institute Library materials for transfer to Oak Street; purchased geologic maps on behalf of the geology selector, primarily large-scale maps for the state of Missouri; consulted with and inspected map collection at ILHC in preparation for cataloging project

Staff Training and Development – staff member mentored and served as resource for faculty member cataloging geology dissertations

Diversity – all permanent staff members completed online diversity training; 4 of the unit's 8 student employees were members of minority groups

Public Engagement – identified and supplied maps of campus and Champaign-Urbana for scanning to support website development in honor of University's sesquicentennial

Progress on Fiscal Year 2016 Goals (as articulated in FY 2015 report)

- Complete transfer of USGS topographic quadrangles to Oak Street and shift of selected USGS topographic maps to Room 408 – completed, see major activities and accomplishments
- Plan and initiate shift of maps in Room 418 – begun, see major activities and accomplishments

- Revise website if/when new CMS is selected – not undertaken, new CMS not made available at unit level
- Develop method to link to bibliographic records scans of indexes and samples of map sets transferred to Oak Street – not undertaken, assistance from outside of unit necessary
- Work with team to develop Fedora-based access for scanned images – completed, see contributions to library-wide programs
- Plan for unit head sabbatical for 2016/2017 -- begun

Goals for Fiscal Year 2017

- Continue shift of maps in Room 418
- Plan and begin cataloging maps in Illinois History and Lincoln Collections Library
- Work with Library web team to transfer unit web pages to new CMS
- Prepare unit for unit head sabbatical during spring/summer 2017

Unscheduled Goals

- Check/update previous work and continue work to catalog Illinois 1:24,000-scale topographic quadrangles (2018/2019?)
- Work with Digital Content Creation to scan and make available online images of air photo indexes, with Content Access and Management to link images to bibliographic records for air photo sets, with Library IT to design and implement web-based air photo request system
- Transfer folio-sized atlas out of Main Stacks to Oak Street
- Revise print guides
- Continue shift of maps from unit office (Room 412) to Room 408 (2017/2018)
- Plan and implement process for correcting problems of incorrectly processed geologic maps transferred to Oak Street prior to Geology Library closure
- Knoedler air photo finding aid development
- Remove incorrect tables of contents and image links from bibliographic records for 1st groups of atlases transferred to Oak street
- Investigate unverified holdings/locations errors for cartographic materials in “Geology maps” and “Library Main Stacks”

Statistical Profile

Facilities

Seating

16 at table

1 at online catalog

1 at computer workstation

Hours Open

Summer II 2015 – 20

Fall 2015 – 49.5

Spring 2016 – 49.5

Summer I 2015 – 20

Personnel

Jenny Marie Johnson – unit head

Jim Cotter – senior library specialist (operations)

David Griffiths – library specialist (cartographic materials cataloging)

User Services

Gate Count (Sweeps Weeks) – 660

Circulation

Initial and Renewal (from Voyager) – 1615

Manual (from unit counts) – 1992

Aerial Photographs Pulled at Patron Request (from unit counts) – 2380

Items filed/Reshelfed (estimated from student employee reporting, low count) – 4708

Collection Management

Totals based on unit-gathered statistics, not statistics supplied by Content Access and Management.

These statistics are not required by the current annual report format but are included for future use and historical record.

Map Acquisitions

Cataloged Maps	1353
Non-cataloged Maps	29
Aerial Photographs	0
Gross Additions	1382
Maps Withdrawn	173
Net New Additions	1209
Total Map [^] and Aerial Photograph* Holdings	629556

[^]Includes 157,214 sheets (as of June 29, 2016) from Map Library now housed at Oak Street. The Map Library continues to be responsible for bibliographic control and access to these in-room/in-library use only items. May include some maps transferred to Oak Street from the former Geology Library.

*Aerial Photograph Holdings subtotal = 190,261. Does not include ca. 80,000 unprocessed aerial photograph negatives received as gift in 2000/2001, unknown number of prints received as a gift in 2014 for Lake County, or stereograms that comprise the collection of the University's (defunct) Committee on Aerial Photography.

Map Cataloging

Original Cataloging – items new to the collection

Records – 531

Pieces – 753

Copy Cataloging – items new to the collection (includes simple and complex copy cataloging)
Records – 433
Pieces – 600

Original Cataloging – items already in the collection
Records – 314
Pieces – 441

Copy Cataloging – items already in the collection (includes simple and complex copy cataloging)
Records – 518
Pieces – 4445