

LAMP Digitization Proposal Monographs of Cuban Heritage for Public Access

Submitted by: University of Florida George A. Smathers Libraries in partnership with the Davis Library at the University of North Carolina – Chapel Hill.

Narrative

Abstract

The George A. Smathers Libraries (Libraries) at the University of Florida, in partnership the Davis Library at University of North Carolina – Chapel Hill (UNC), request \$9,952 to digitize approximately 70,000 pages of Latin American and Caribbean content including approximately 307 titles, including 42 rare Cuban monograph titles held at the Libraries and UNC.

Since 2012 the Biblioteca Nacional de Cuba José Martí and the University of Florida George A. Smathers Libraries have collaborated to digitize monographs and serials of Cuban patrimony to provide global, free access to this material worldwide. Several institutions in the United States such as University of North Carolina, the University of Miami, and Harvard University have contributed digital copies of their holdings towards this effort. This proposal is yet another collaborative initiative to continue to grow this digital collection of over one million pages now open for public access at the University of Florida Digital Collections (UFDC) [*Celebrating Cuba! Collaborative Collections of Cuban Patrimony*](#) digital repository.

All of the targeted Cuban titles have been deemed rare due to scarce availability among holding institutions as determined through the findings of an international survey. The holdings for digitization included in this proposal are 37 reels of 35mm microfilm and 8 sheets of microfiche held by the two partner institutions. The titles in microfilm are currently held on 35mm silver gelatin positives shot 2-up. The microfiche is also shot 2-up.

Due to the age of these microforms, they are presumed to be filmed on polyester bases rather than acetate. Most of the selected titles were originally filmed as part of the National Endowment for the Humanities (NEH)/Research Libraries Group (RLG) Great Collections Microfilming Grant Project ("Caribbean Basin"), which means that they were already identified as rare and valuable by humanities scholars reviewing NEH proposals in the 1980s and 1990s. Digitization will help to facilitate long-term preservation and access for a broad audience of scholarly researchers.

Materials to be Digitized

The goal of this project is to digitize 42 rare Cuban titles found within the brittle books microfilming projects from 1982 to 2005. Reels for this project hold between four and 15 titles. Working with a vendor, it is more cost effective to scan the entire reels rather than attempting to separate and scan only the 42 selected titles. Therefore, in addition to digitizing the primary 42 selected project titles, the team proposes to scan the entire contents of the reels with the expectation that the result will be the digitization of 307 titles. One hundred thirty-five of these titles are pre-1925 and are believed to be out of copyright. Of the rare 42 monograph titles targeted in this proposal, six are 19th century titles. The remainder were published between 1900

and 1933. The total collection of Caribbean Basin and Latin American monographs originate from 28 countries, with 131 titles published in Cuba. Two hundred thirty-one titles are Spanish language material.

A survey undertaken in 2020 reviewed the holdings of Cuban patrimony at the Libraries and UNC. Forty-two titles were found in fewer than five institutions, earning a "rare" designation. In several cases only one institution holds the title. The UF Latin American and Caribbean Collection of the Libraries is home to at least seven titles that are uniquely held or held by the UF and a non-US library. Examples of uniquely held titles at UF include : *Poetas cubanos* and *Poetisas cubanas* (1864-1866), by Juan Manuel Villén *Alfabetización rural libro primero* and *Alfabetización rural libro segundo*, published by Carmen Rosa Aguiar in the early 1900s; *La dama de los lebreles* (1918), by Roberto Mateizán; *Patriotas de la galería del Ayuntamiento de La Habana* (1917), by Abdón Tremlos y Amay; *Gesta de héroes* (1918) by Federico de Ibarzabal; *Manual o guía para el colono sobre fomento* (1925) by Ramón Borges Álvarez; *Las fases de la evolución religiosa* (1919) by Fernando Ortiz; *3 años de lucha. Resumen histórico de la Federación Sindical de Plantas Eléctricas, Gas y Agua* by Francisco Bretau (1937); UF is the only institution that holds the microfilm copy of *Dolor en la lírica cubana*, published in 1925 and authored by Salvador Salazar y Roig and *Cantos patrióticos* by José María Heredia published in 1916. The print copy of *Cantos patrióticos* is only held at New York Public Library and Biblioteca Nacional de Cuba José Martí. Other titles only held at UF and two or three other US or international institutions include: *Chupipanda sonora* (1920), *Aticismos Tropicales* (1919), and *Merchán-masó. Homenaje tributado a tan preclaros manzanilleros, el 10 de octubre de 1922, por las escuelas públicas de Manzanillo, Campechuela y Niquero* (1922).

For UNC, the *El huracán de vuelta-abajo: curiosa recopilación de todo lo que de mas notable ha publicado la prensa con motivo de aquella tremenda tormenta*, published in 1882, and *Huracán: temporal del 4 y 5 de octubre de 1844: poema*, published by Sarfino in 1845 are uniquely held at the Davis Library. For a complete list of rare titles selected for this project, see Appendix A for UF and Appendix B for UNC. For a list of other UF monograph titles included on reels containing selected rare brittle books, see Appendix C.

Given the unstable political relations between Cuba and the US as well as the recent travel restrictions due to COVID-19, researchers have seen their access to libraries and archives in Cuba severely disrupted. Requests for virtual access to materials of Cuban patrimony is growing by researchers and the general public who have limited access to materials through university libraries and who are unable to travel. Digitization is currently the best option to facilitate global access to this rare material. In addition, the collaborative nature of this project between institutions participating in the *Celebrating Cuba!* initiative guarantees the avoidance of digital duplication. As UCLA and University of Miami letters of support and commitment state, staff members have committed to promote the availability of these titles. (See Appendix D) Collaboration and further outreach and promotion of the new available titles will also avoid the potential for duplicating digitization efforts.

Besides the wide time range covered by the titles included in this proposal, the diversity of the list of proposed monographs is thematic, of genre and of provenance. Among other genres, the list contains reports, statistics, poetry collections, and grammar manuals. There are also narratives and historical accounts as well as schoolbooks. In terms of themes, the variety is even

broader, ranging from hurricane reports to war narratives and encyclopedic works compiling information about Cuban intellectuals. The list of rare books proposed will become an asset for scholars and students in Caribbean Studies and Cultural Studies and more specifically in Intellectual History, Military History, and Cuban History.

A value-added factor is the process of ingesting these digitized files into [UFDC](#) and [dLOC](#) (Digital Library of the Caribbean). UFDC is an Open Access digital library for cultural, historical, and research materials currently held in archives, libraries, and private collections. With 72 content contributing partners and 16 financially supporting institutional partner members, dLOC is a stable digital resource for Caribbean researchers worldwide. In addition, the Digital Support Services (DSS) team at the Libraries enhances Spanish language material records with bilingual metadata to facilitate multilingual searches. The records for this project will be updated in the local catalog and in OCLC, opening even more search options for users.

Copyright/Permissions

The project team has determined that over half of the titles included in this proposal were published before 1925 and are in the public domain. For titles published in Cuba that could be under copyright, UF will secure permission from the director of the Biblioteca Nacional de Cuba José Martí (BNCJM) to digitize and share titles that are hard to find in the US or in Cuba. This process has been successfully undertaken through this partnership for previously digitized titles possibly under copyright. These processes and assurances are documented in a *Convenio* between the Libraries and the BNCJM, signed in 2016 and amended in 2017. The Libraries' staff will be reaching out for similar accommodation for titles in this project. Within UFDC, the items will be ingested and made accessible with the following rights statements:

"These items are presumed to be in the public domain. The University of Florida George A. Smathers Libraries respect the intellectual property rights of others and do not claim any copyright interest in this item. Users of this work have responsibility for determining copyright status prior to reusing, publishing, or reproducing this item for purposes other than what is allowed by fair use or other copyright exemptions. Any reuse of this item in excess of fair use or other copyright exemptions may require permission of the copyright holder. The Smathers Libraries would like to learn more about this item and invite individuals or organizations to contact The Department of Special and Area Studies Collections (special@uflib.ufl.edu) with any additional information they can provide."

Until permissions are received, titles that remain in copyright will be held back and preserved by the Libraries with access restricted to UF IP addresses, with use available upon request by external researchers. The copyright statement will attribute copyright to the holder of the rights and explain the Libraries' status of having rights to post online or why the Libraries do not have the right to make the content freely available.

Conversion Procedure

The Libraries will ship portable drives to the vendor on which to load the digitized files as the digital images are created from scanning the microfilm. Once the digitization is completed, the vendor will return the hard drives loaded with digital files and the microforms back to UF. All vended digital imaging will be completed in accordance with established professional standards.

Imaging methods depend on object characteristics, and follow principles and guidelines established by the Library of Congress, National Digital Newspaper Program, Moving Theory into Practice: Digital Imaging for Libraries and Archives (Anne R. Kenney and Oya Y. Rieger [Mountain View, CA : Research Libraries Group, 2000], and Cornell University's Digital Imaging Tutorial. Specifications for imaging (i.e., scanning, text, and metadata) are based on digitization specifications previously established by UF and other partners. All ribbons are initially captured in 10-bit grayscale, regardless of the final output's color depth (e.g., 8-bit grayscale or black and white). Once setup (lamp/gamma and focus) is complete, the operator scans ("captures") the roll, creating a ribbon. Each ribbon represents the entire roll of film – leaders, targets, every single frame, and all the files for pages returned to UF Digital Services.

Metadata/Added-Value Features/Access

After the digital files are delivered at Digital Support Services, Metadata Encoding and Transmission Standard (METS) metadata will be created, enhanced both automatically and manually as objects move through the workflow. The UFDC system assigns a unique Bibliographic Identifier to each title-object processed, which is used to track the item, and contains the issue-objects which are assigned a unique Volume Identifier. This title and issue level metadata allows for proper serial hierarchy, allowing users to search and browse within a particular title by date and issue. The METS files include technical and structural data about each image, as well as descriptive and administrative information. Any pre-existing metadata (e.g., from library catalog records) will be imported into the UFDC system before beginning the process of ingesting the vendor digitized files. After the vendor-digitized files are received, an integrated software package that controls derivative image formation, quality control review at the package level, and deployment to UFDC servers, will control all aspects of image control and digital package creation. The system will automatically load the TIFF, JPG, JPG2000 and JPG thumbnail images as well as PDF and TXT files provided by the vendor. A Quality Control tool displays thumbnails of each image in sequential order for staff review. Errors are noted and returned for re-imaging of items, where possible. At this point, an object's METS file will contain basic structural and administrative metadata, as well as any pre-existing descriptive metadata imported at the start of the process. After quality control completion, the digital package will move to METS file validation. Libraries' staff will ensure that all package-level metadata conforms to national METS, to local extension schemas, to UFDC requirements. For long-term digital preservation files in UFDC are backed up in the University Florida Archiving and Retrieval (UFAR) system. This multi-format, geographically diverse storage environment contains tape and spinning disk storage infrastructure that meets or exceeds NDSA Levels of Preservation 2.0 level 3 for protecting and monitoring digital files.

While reels and sheets are being processed by the vendor, the Libraries' DSS specialist in bilingual metadata will enhance and update OCLC records with bilingual metadata. With final package approval, Libraries' staff will transfer the package to the UFDC server for public access and metadata harvesting and send the package to the UF Tivoli tape backup system for preservation archiving. The Libraries' staff update catalog records for Spanish language materials and enhances them with bilingual metadata.

Discovery of the historic monographs will occur in several ways: 1) the Cuba project homepage made available as part of UF Digital Collections and dLOC; 2) MARC records with linked 856 fields in the online catalogs of UF, WorldCat, etc.; 3) MARCXML record feed available for download and ingest into any catalog by any institution; 4) Open Access Initiative (OAI) compliant metadata harvested by digital repositories; and 5) complete electronic packages offered to other open repositories.

Discoverability of the digital objects will be enhanced by a variety of search and browse options. Users will be able to conduct keyword and subject searches across all of the titles for this project from the main UFDC page. Alternatively, they can search each monograph title individually. Monographs will be provided as downloadable PDFs where permissible and they will be openly available for full text searching and browsing through UFDC. In addition, all digital objects will be discoverable via the UFDC homepage, so that users can search them in conjunction with all of the other digitized materials (more than 15 million pages) held by UF and its digital library partner institutions. Because the entirety of the UFDC is indexed and searchable through commercial search engines like Google, these resources will also be available through any general web search. Advanced searching allows for further refinement of results. Each title may be displayed as a page image (a static JPG image), a zoomable image (JPEG2000), and a thumbnail overview showing all the pages for ease of browsing (JPG images). The selected title may be read in PDF format or downloaded for later use, for printing, and to support accessibility. Each title can easily be linked to via a permanent URL.

After all files have successfully been ingested in UFDC and archived in UFAR, all TIFFs and derivatives will be shared with UNC and CRL via Dropbox or a shipped hard drive.

Plan of Work

This narrative provides a description of the work to be completed to execute the project.

- Month 1: Reels and sheets shipped from UF and UNC to Apex Co Vantage (see Appendix E for cost estimate). All shipping costs are covered by each of the partners. During the first month UF will coordinate with UNC to pull, review catalog records, and ship microfilm reels to vendor. Add bilingual metadata.
- Months 2-6: Digitization by vendor and delivery to UF's Digital Support Services Department (DSS). During this period, DSS metadata specialists will also review spreadsheets, enhance data with bilingual record information, and update OCLC records to reflect the enhancement.
- Months 7-10: Receipt, Ingest, and Archiving. Delivery of TIFFs. Processing of materials for derivatives and record creation in UFDC will take place upon receipt of files. PDFs will be delivered to CRL via Dropbox, FTP, or other method. This stage will take eight months. The files resulted from reformatting will be ingested into the appropriate aggregations within UFDC. Digital back-ups are maintained in the University's Tivoli back-up systems as well as copies in UFIT slow-access, disk storage (Basic Storage),