

# UF ETD Committee

- Meets biannually to discuss policies and procedures
- Consists of members from Grad School, Library, Florida Center for Library Automation, Digital Library Center, Application Support Center
- Internal listserv to discuss issues between meetings

# Campus wide workflow

- Metadata and files from EDM system are transferred to FCLA from Grad School
- Preservation staff perform Quality Control.
- Aleph records for theses and dissertations created from metadata supplied from EDM System.
- Immediate worldwide release titles made available via UF catalog.

# Campus wide workflow

- ProQuest Agreement forms separated by release date
- Immediate release agreement forms and PDF files sent to ProQuest
- Restricted agreement forms and PDF files held back until release date is reached

# Lessons Learned: Bad

- Version control of documents
- Vendor accuracy can be an issue
- Read the fine print on all forms
- Google

# Lessons Learned: Good

- Up-to-date documentation is key.
- Must foster excellent working relationships campus wide.
- Communicate, Communicate, Communicate!

# Current UF ETD Usage

**1,553,070 hits**



**Over  
8,000  
ETDs**

# **Retrospective Dissertation Scanning Project**

- **Pilot Project began in 2008 with 300 Electrical Engineering Dissertations**
- **Alumni were invited to opt in**
- **Alumni Association Participation**
- **Alumni data matched to Library Catalog in homegrown “Uber-Table”**
- **Contact attempted via e-mail, snail mail, post card.**

# **Retrospective Dissertation Scanning Project**

- **Began with in house scanning through Digital Library Center**
- **Switched to vended scanning through Internet Archive**

# Retrospective Dissertation Scanning Project

## Statistics

- **April 2008- October 1, 2011**
- **Permission Forms sent – 6,805**
- **Permission Forms Received – 4,049**
  - **59.5 % return rate**
- **Dissertations Scanned**
  - **Scanned in-house - 303**
    - **8.5 % of total scanned**
  - **Scanned via Internet Archive – 3,252**
    - **91.5% of total scanned**
- **Total Scanned – 3,555**
  - **54.24 % of total Permission Forms received**

# **Retrospective Dissertation Scanning Project**

## **New Phase**

- **Clement & Levine article on  
Copyright & Publication Status of  
pre 1978 Dissertations**
- **Currently revising policies,  
procedures, and contact letters**
- **Opt out**

# Florida ETD Association

- **Established May 2010 at USETDA Conference**
- **Website: [www.fletda.org](http://www.fletda.org)**
- **Listserv**
- **Work in Progress**

# **ETDs at UF**

## **Moving Forward**

- **Student “forms” workshop in collaboration with Graduate Editorial Office**
- **Modify policies & procedures**
- **Implement opt out version of the Retrospective Dissertation Scanning Project**
- **Continue to grow FLETDA**



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Fort Myers, Belle Glade