



Call for Papers

University of KwaZulu-Natal Special Collections *Preservation Conservation Conference*

Conference Theme

Disaster Prevention Preparedness, Response & Recovery of collective collections and e-collections (digitised & born digital images)

Date: Wednesday 25 & Thursday 26 September 2019

Venue: UKZN Pietermaritzburg Campus, Pietermaritzburg

Dear Colleagues, this is an opportunity for you to share your challenges and experiences in dealing with natural and manmade disasters in your library, archive, special collections and museums.

Invitation to submit your proposals

The University of KwaZulu-Natal (UKZN) Special Collections in collaboration with Africa Media Online and the South African Preservation and Conservation Group (Sapcon) invites you to submit proposals for the Preservation Conservation Conference to be held over two days at the University of KwaZulu-Natal Pietermaritzburg Campus on Wednesday 25 and Thursday 26 September 2019.

The aim of the conference

The aim of the conference is to give:

- ✓ preservation managers/librarians; preservation technicians;
- ✓ digitisation/scanning service providers; bulk electronic storage providers;
- ✓ artefacts and paper conservators, book restorers, archivists, special collections stack managers, and museum curators,

an opportunity to share their challenge/s and experiences in dealing with natural and manmade disasters and best practice approach and techniques to prevent potential disasters that contribute to the deterioration or loss of research resources and electronic information in our research resource centres including University Libraries, government institutions, school libraries, private collections, community centres and museums.

We would also like to invite philanthropists and potential donors, organisations to offer their expertise and resources to help develop and empower our colleagues with the relevant skills to promote the correct methods, techniques and best practice in identifying potential risks to special collections.

UKZN Special Collections Preservation Conservation Conference 25-26 September 2019

The programme

The Two Day Programme will include presentation of papers, discussions, tours of various museums and special collections in and around the Pietermaritzburg area.

Day One will focus on disaster preparedness/management of the collective collections and issues and concerns about pest infestation, safety and security, environmental factors, etc.

Day Two will focus on disaster management in digital libraries; digital preservation and lessons learnt from scanning and digitisation projects.

Suggested topics for Day One

Pest Infestation

- Case studies of integrated pest management
- Silent disasters: for example mould, bookworm infestation etc.

Environmental Management

- Humidifiers & dehumidifiers /air conditioners / fans / electrical faults / roof leaks /plumbing /fire / flooding / human error – tell us what? when? & how it happened?

Safety & Security

- Techniques and systems used to monitor collections / access control/ user education/ use of cameras in reading rooms and museums/ policy guidelines / case studies / do you understand the legality of policy guidelines?

Suggestions:

I thought I was doing the right thing until...!

- This is what I tried to do to rectify the problem.
- This is how I did it.
- This is what happened.
- Was the outcome or choice of response the best at the time or
- In hindsight, would you have done things a bit differently?
- Do you think the guidance/advice from a trained conservator would have reduced the losses sustained?

Design and Structure of Buildings

- Challenges in adapting/redesigning buildings to accommodate special paper based and/or museum collections
- Challenges in moving collections to allow for renovations/repairs or packing to move to a new building.

- Factors to consider when designing a new building for storage of archives/rare/unique or special collections
- Internal environmental factors: air circulation and humidity controls/ artificial lighting/UV light.
- External environmental factors for example geographical location- building/s near dams/rivers/lakes/drainage/slope of the land.

Day Two: Disaster Preparedness/management – Digital Preservation

- Digital preservation of scanned archived collections
- Factors to consider: before during and after scanning projects
- Handling and storage: in-house and out-sourced projects
- Dealing with pest infested collections
- Dealing with fragile books/paper/documents/maps/artefacts
- Staff skills development & training
- The role of the librarian vs the role of the IT specialist – who should take control?
- Challenges faced wrt server space (cost etc)
- Metadata capture – what are the categories/factors that should be considered
- Who are the vendors? What service/s do they offer? What are the terms and conditions of the offer? Who holds the copyright to the scanned information?
- Contracts with service providers / legal implications / understanding the contract
- Terms and conditions for the end user of scanned images. Guidelines for acknowledgements? (creator of the original documents/scanned document/ institution)
- Making scanned images available for research purposes- class projects, honours, masters- fair use?, PhD? – possibility of publishing?; school projects; commercial publications – in books and journals; film adverts; display in corporate institutions, hotels, etc; bill boards
- Scanning indigenous collections – whose permission does one, seek. Who owns the property rights to images of ethnic illustrations photos?
- Role of copyright service providers e.g. Institutions legal office and organisations such as the Dramatic, Artistic Literary Rights Organisation (Dalro)?
- Terms and conditions for reprographic service – charges: service fee; copyright fee; user fee?
- Donor forms : factors to consider
- Debate on embedding institution branding on scanned images to protect originality and source of information.

General topic for debate: ...digitisation as an option to democratise our heritage collections

Submission Dates & guidelines

25 February 2019 kindly submit your topic or area of interest that you would like to present.

29 March 2019 Submit proposals. Kindly include:

- Title of the proposed presentation,
- Abstract of proposed paper no more than 300 words, in English,
- A short CV and contact details of the author/presenter.

Send topics / proposals to Nellie Somers email: somers@ukzn.ac.za Tel +27 312601713

The Conference Program Committee will select abstracts.

18 April 2019 selected presenters/papers will be notified

UKZN Special Collections Preservation Conservation Conference 25-26 September 2019

Accepted papers:

Accepted papers should be an original submission

31 July 2019 accepted papers and accompanying presentation slides to be submitted

Kindly submit a one-page abstract in English.

Presentation at the Conference

Presenters should allow 10 minutes for their presentation and 5 minutes for questions.

Please note

Registration to attend is free but all other expenses including travel to the conference and accommodation, are the responsibility of the authors/presenters.

No sponsorship is available; No financial support can be provided by UKZN Special Collections, Africa Media Online or Sapcon but a special invitation letter can be issued to the authors/presenters.

Suggestions for accommodation

Wensleydale Guest Lodge Website: www.wensleydalelodge.co.za

Yes Please Bed & Breakfast Website : www.yesplease.co.za

Jean Lee B & B <http://www.jeanlee.co.za>

Roy & Phyll Geysers <http://www.aberfeldypmb.co.za/>

Tancredi B & B www.tancredi.co.za

Registration

Registration forms will be made available later on the UKZN Library and UKZN Special Collections Websites.

UKZN Libraries

For more information about UKZN Libraries and Special Collections, follow the link below: <http://library.ukzn.ac.za/Homepage.aspx#> and select *collections*

Alan Paton Struggle Archives

Campbell Collections

Centre for African Literary Studies

Gandhi Luthuli Documentation Centre

UKZN Library

All the best and thank you.

Topics / Proposals to be submitted to Nellie Somers

Email: somers@ukzn.ac.za Tel +27(0) 312601713

For general enquiries kindly, contact Louaan Thomas Thomasl@ukzn.ac.za