Parallel Auditing of University of Oxford and Cambridge’s Institutional Repositories

Edith Halverson & Sarah Mason, Bodleian Libraries, Oxford – Lee Predoje & Somaya Langley, Cambridge University Library

Method
January-April 2017 – DPOC is piloting an audit toolkit on ORA/ORA-data and Apollo, aiming for roll-out to other internal digital collections by Summer 2017

Audit tools:
- 2 x skills surveys (based on DigCurV (2013) and extensive literature review)
- 1 x trusted repository questionnaire (reworked from Trusted Repository Audit and Certification (TRAC, 2007) checklist)

Structure:
- 1-2-1 structured interviews, one hour each with all repository staff (Skills)
- Manager and Practitioner question sets (Skills)
- Online questionnaire for all library staff (Skills)
- Repository documentation and process review (TRAC)
- Informal manager and/or Repository Manager interviews (TRAC)

Benefits of parallel auditing:
- Only “bother” staff once by running audits in same period
- Addressing and eliminating overlap in data collection
- Resulting in a holistic overview of both technology and human resources

Why now?
Polonsky Foundation funding for researching digital preservation at Oxford and Cambridge (DPOC), 2016-2018

Results
- Gaps identified to help build business case for digital preservation
- Targeted training and professional development
- Golden moment to embed digital preservation into repository workflows and job descriptions
- Delivery of joint training across institutions based on similar needs
- Training developed around preservation tool gaps identified in TRAC assessment
- Evidence produced around staff skills for section A2 of TRAC “Organization Structure and Staffing”

Findings report and recommendations (April 2017)
Publication of audit toolkit (End of 2017)

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