# The Sally T. WongAvery Digital Collections of Chinese Materials at the UC San Diego Library

Digitization, Cataloging, Metadata Creation, and Content Overview

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### **Outline**

- Background: WongAvery East Asia Collection UCSDL-CUL Partnership
- Introduction of UCSD EA Collections and Digital Collection Content Overview
- From Digitization to Discovery: roles, responsibilities, and workflows
- Cataloging, Metadata Creation
- Takeaways

### **Background**

- A three-year collaborative project launched in June 2023 between the University of California San Diego Library and University of Cambridge Library
- To broaden the awareness, access, and use of the extensive East Asian collections held by the two institutions
- The sponsorship of the Avery-Tsui Foundation (Sally WongAvery and Natasha Wong)
- Digitization of Cambridge and UC San Diego's unique collections
- Librarian exchange and scholar exchange

### Librarian exchange and scholar exchange

Librarian exchange



Cambridge and UCSD teams with members of the Foundation during the Library exchange trip to San Diego in January 2024

Scholar exchange



UCSD PhD student Emma Laube visiting Cambridge in March 2025



Cambridge PhD student Claire Ping visiting UCSD in July 2025

### WongAvery East Asia Collection UCSDL-CUL Project

- Collections
  - Chinese News, We Chinese, Anticonfucian Book Collection, Carol Pletcher Collection on the U.S.
     Women Scientists China Study Tour, Carol Shankel Photos, Thea Bergren Photos
- Digitization
  - Inhouse and external imaging service
- Workflows
  - Close collaboration between Special Collection & Archives and Metadata Services



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UC San Diego

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**Data** 

**Provider** 

**Donor** 

### From Digitization to Discovery: Roles, Responsibilities, and Workflows

### **Primary Roles**

- Subject Specialist
- Project Manager
- Cataloger
- Metadata Analyst

### Also...

- Donor / Data Provider
- Rights determination
- Reformatting Specialist
- Quality Assurance Reviewer

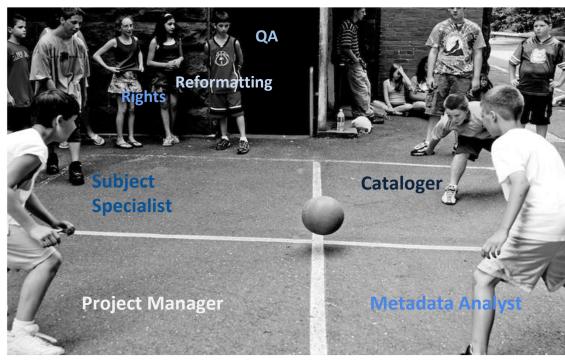


Image credit Alex Calic



### **Pre-Cataloging**

## Cataloging & Metadata Creation

Post-Cataloging Processing

- Acquisition
- Rights
- Collection proposal
- Collection review
- Project planning
- Reformatting

- Determine data elements
- Create templates
- Set up controlled vocabularies
- Create/assign Metadata

- Wrangling
- Reconciliation
- Ingest
- Review
- Revision
- Release

Subject Specialist
Project Manager
Cataloger
Metadata Analyst
Donor / Data Provider
Rights determination
Reformatting Specialist
Quality Assurance

### **UCSD Digital Asset Management System (DAMs)**

- Single data model for all objects
- Local schema drawn from and aligned with community schemas
  - Including, METS, MODS, Dublin Core, PREMIS Preservation Metadata Schema, Visual Resources Association (VRA), Encoded Archival Description (EAD), and others.
- Names, subjects, and places have a local unique identifier
  - Use controlled vocabularies whenever possible
  - Local authorities can also include name variants and links to external vocabulary records for the entity (LC, VIAF, FAST, Wikidata, etc.)
- Rely primarily on domain and subject experts for description
- Batch based ingest



https://library.ucsd.edu/research-and-collections/digital-collections/dams.html

### **Cataloging Digital Objects: Workflows**

UC San Diego

#### **Model 1: MARC Cataloging to prepare metadata**

- Collection: The Anti-Confucius Book Collection
- Also collections: <u>Chinese Cultural Revolution Posters</u>; <u>North Korean Propaganda Posters</u>

#### Model 2: Spreadsheet for metadata creation

• Collections: <u>We Chinese in American Magazine</u>, Carol Shankel Photos, Thea Bergren Photos

#### Model 3: Extraction and reuse of existing metadata

• Collection: <u>Carol Pletcher Collection on the U.S. Women Scientists China Study Tour</u> Also Collection: <u>Taiwanese American Archives' Photo Albums</u>

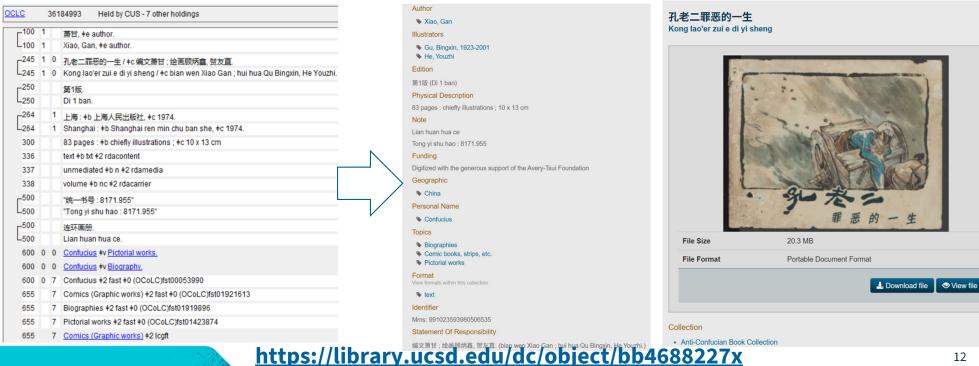
#### Model 4: Utilize commercial tools for metadata creation

Collections: <u>Norman Spencer Photographs</u>; <u>Posters of the Chinese Independent Film</u>
 <u>Festivals</u>; <u>Committee of Concerned Asian Scholars Friendship Delegations</u>; <u>1973 Guardian</u>
 Tour of China

### **Model 1. MARC Cataloging to Prepare Metadata**

#### Collection: The Anti-Confucius Book Collection

- Why MARC Cataloging? Library owned physical items; efficient mapping of metadata: MARC 21-MODS
- Controlled Vocabularies and Names: LC Subject headings, FAST headings, and LC authorities for names
- Data Linking: Persistent ID (Library system IDs and controlled vocabulary system IDs)



### **Model 2. Spreadsheet for Metadata Creation**

Collections: We Chinese in American Magazine, Carol Shankel Photos, Thea Bergren Photos

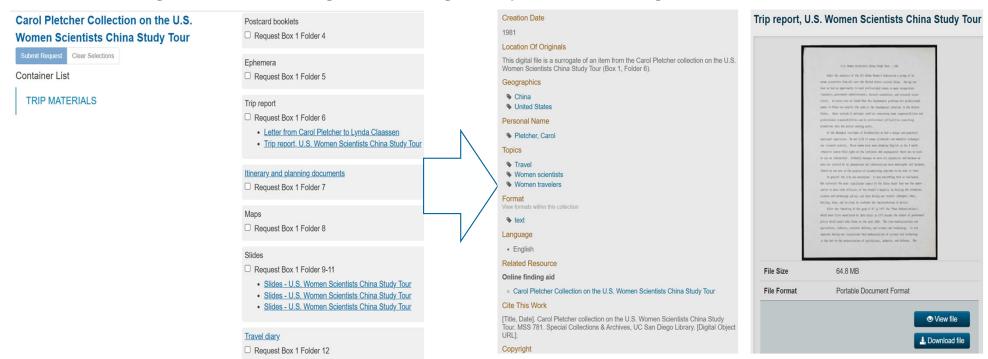
- Why Spreadsheet? Pre-designed template, structured for easy reformatting metadata into MODS
- Controlled Vocabularies: LC Subject headings, FAST headings, LC authorities for names, and Wikidata
- Data Linking: Persistent ID (Library system IDs and controlled vocabulary system IDs)

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### **Model 3. Extraction and Reuse of Existing Metadata**

Collection: Carol Pletcher Collection on the U.S. Women Scientists China Study Tour

- Why extracting and reuse of existing metadata: Finding Aids of this manuscripts & archives collection already developed; efficient mapping of metadata: EAD (traditional description) XML to CSV sheet
- Data Linking: reciprocal linking between digital objects and finding aids of the collection

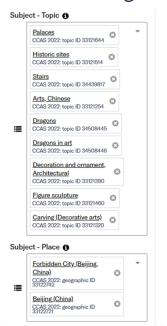


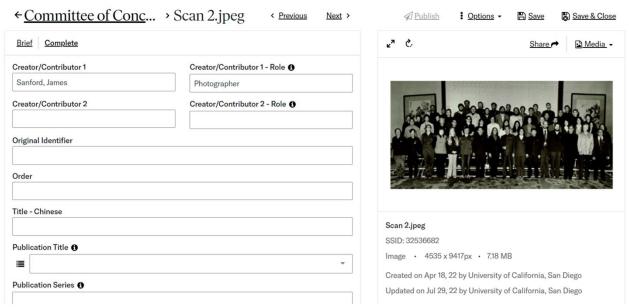
https://library.ucsd.edu/dc/object/bb96370524

### Model 4. Utilize Commercial Tools for Metadata Creation

Collection: 1973 Guardian Tour of China, Committee of Concerned Asian Scholars Friendship Delegations

- Why JSTOR Forum? Easy for donor and catalogers to add descriptions, efficient to build controlled list for adding metadata for each digital object; metadata and controlled terms can be extracted and reformatted for batch ingesting into the Library Digital Collection
- Data Linking: Persistent ID (Identifiers for controlled vocabularies and name authorities)





https://library.ucsd.edu/dc/object/bb60178870

### **Takeaways: Considerations Before Cataloging**

- Know your digital library system before cataloging
  - What kind of metadata does it support? Can it be customized?
  - Does it support multipart or multi-level objects? multilingual?
  - What are the options for supporting the controlled vocabularies?
  - What are the options for ingesting? Item, batch, or both?
- Know your collections before cataloging
  - Who owns the copyright and intellectual property? Open to public?
  - Who would be the potential users of the collection?
  - Format and condition of the analog originals before digitize
    - For tangible materials, whether to catalog before digitization?
  - What is the metadata schema? Are they compatible with your system? Can they be reused/mapped for ingesting into your system?

### **Takeaways: Considerations for Metadata Creation**

#### Considerations of General Practices

- Level of resource description
- Standardization of controlled vocabularies and name access points
- Level of connections and relationship to build
  - One to one, or one to many
  - At the same level or multilevels
- Documenting workflow decisions for consistency and accessibility

## Considerations of Collections' Uniqueness

- Provide context of their historical, cultural, political and other background
- Provide details and/or circumstances about the objects (Who, What, Where, When)
- Understand and bring out Creator's or donor's perspective (Why)
- Enhance accessibility and inclusiveness with alternative text, transcripts, and/or translations

### **Providing Context ...**

#### Giving background information about the collection

Collections »

#### Chinese News

About this collection

#### Extent

670 digital objects.

#### Description

The Chinese News, the inaugural content for the Sally T. WongAvery collection, features a digital archive of the newspaper created from the print archive donated by Mr. Stanley Ting in partnership with UC San Diego alumna, lawyer, educator, and philanthropist Ms. Sally T. WongAvery.

The Chinese News, founded by Mr. Ting in 1983, distributed news and advertising to the Chinese-American population in San Diego until 1998. The weekly newspaper contains local and international news articles written in Chinese in addition to advertising in English and Chinese.

This collection was digitized with the generous support from the Avery-Tsui Foundation in honor of Sally T. WongAvery. We are grateful for the Foundation's support in preserving and providing access to historical materials on Chinese Studies.

#### Date Issued

1983-1996

#### Donor

WongAvery, Sally

https://library.ucsd.edu/dc/collection/bb1439013c

#### Collections »

#### **Anti-Confucian Book Collection**

#### About this collection

#### Extent

672 digital objects.

#### Description

The Anti-Confucius Book Collection consists of 747 titles donated by UCSD PhD alumnus Matthew Wills. They were largely political propagandas produced during 1960s-1970s, also known as the Cultural Revolution period in China. Many of the titles are compiled by local propaganda entities that discontinued after 1976. Materials in this collection reflect a 1970s campaign to reinforce the power of political elites and affirm the absolute correctness of Maoist socialism.

This collection was digitized with the generous support from the Avery-Tsui Foundation in honor of Sally T. WongAvery. We are grateful for the Foundation's support in preserving and providing access to historical materials on Chinese Studies.

#### Date Issued

Between 1952 and 1982

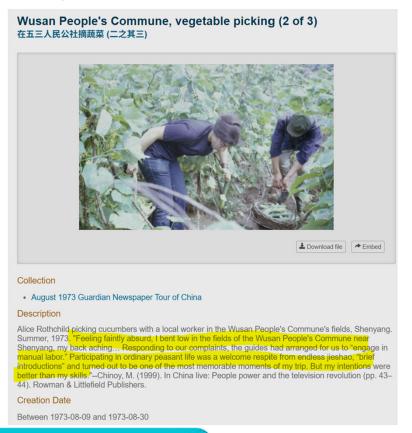
#### Geographic



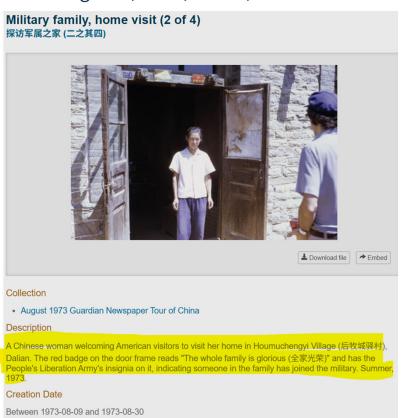
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### **Providing Context ...**

#### Quoting relevant materials written by the visitor

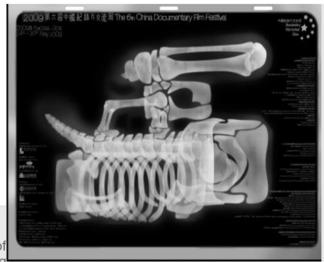


#### Describing who, what, where, and when



### **Providing Context ...**

Citing creator's perspectives



#### Description

Film poster for the 6th China Documentary Film Festival. Poster design: Wang Wo. The 6th China Documentary Film Festival was held at Songzhuang Art Center, Fanhall Films, Songzhuang, Beijing, on 24th-30th May 2009. Organizer: Li Xianting's Film Fund; co-organized: Fanhall Films, Beisen Films; Art Director: Li Xianting; Program Director: Zhu Rikun.

第六屆中国纪录片交流周海报。海报设计: 王我。第六屆中国纪录片交流周展映日期: 2009年5月24日至5月30日。展映地点: 北京宋庄的宋庄美术馆及现象工作室。主办: 栗宪庭电影基金; 艺术总监: 栗宪庭; 节目总监: 朱日坤。王我介绍他的海报设计; "骨架的这张海报,应该和那几年独立纪录片的创作境况有关,那一段日子不论从数量上还是质量上,纪录片这部分很突出耀眼,出现了很多响当当的作品和作者,要是用一个词来形容的话就是"有骨气",所以我就用拟人化方式画了一台摄像机。" (https://m.sohu.com/n/490852207/)

### Description Film Poster (

Film poster of

design: Wang wo. The our beijing macpendent Tim Festival was held at Fucheng International Hotel, Tongzhou District, Beijing, on 15th-22nd October 2011. Organizer: Li Xianting's Film Fund, Beisen Films; Art Director: Li Xianting; Programmer: Wang Hongwei. 第六届北京独立电影展海报。海报设计: 王我。第六届北京独立电影展 于2011年10月15日至10月22日在北京通州区燕郊福成国际大酒店举办。主办: 栗宪庭电影基金,北京贝森影视; 艺术总监: 栗宪庭; 策划: 王宏伟。王我介绍他的海报设计: "创作卷纸这张海报,和当时的状态和环境也有很多联系,当时2011年'中国纪录片交流周'已经停办了,独立影像展的干扰也越来越多,那时候有点灰心,就觉得电影像'有用的废纸'一样,所以就有了这么一个东西。" (https://m.sohu.com/n/490852207/)



### **Takeaways: Considerations for Controlled Vocabularies**

- Core information to add to an entity
  - Name/Subject Term
  - Links to external vocabulary records for the entity
  - Provide Variant Forms and Chinese Forms if readily available
- Decide preferred name when there is a name change
  - Name change in Corporate Name
  - Use the name at the time as Authorized Access Point
  - Wikidata ID not required, but can link Wikidata ID with the current name
  - Provide Variant Form
  - Provide Chinese Form
  - Name change in Place Name
  - Use the latest name as the *Authorized Access Point*
  - Add the former name as Variant Form
- Develop strategies for application of controlled terms from DEI perspectives

### Develop strategies from DEI perspectives

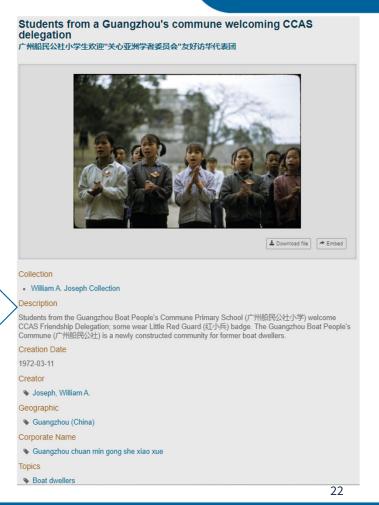
### UC San Diego

Boat people (May Subd Geog)

Here are entered works on persons who have fled their native countries by boat or raft because of political persecution or instability. This heading may be subdivided geographically to indicate the country of origin and/or the destination of the political refugees.

UF Balseros Rafters (People) BT Political refugees





### **Presentation Credits:**

Thanks to our colleagues for contents we present today:

- Arwen Hutt, Digital Object Metadata Librarian
- Michelle Woo, Chinese Language Metadata Specialist
- Laurel McPhee, Manuscripts Librarian, Special Collections
- Michelle Mascaro, Head, Special Collections and Archives Metadata

<u>Cataloging Digital Objects</u>, training presentation at the CEAL 2024 Cataloging Workshop, March 8, 2024; presented by Michelle Woo, co-authored by Arwen Hutt, Michelle Woo, and Shi Deng

Cambridge Visit: Cataloging Deep Dive Session, presentation at UC San Diego Library, January 29, 2024; co-authored by Xi Chen, Arwen Hutt, Laurel McPhee, Michelle Mascaro, Michelle Woo, and Shi Deng

### Thank You!

# We welcome your comments and questions.

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