Minutes
University of California / Stanford Map and Geospatial Libraries Group (UCSMGLG)
Location: UCLA Library/YRL Building/A-Level/CRIS/conference room #1
Date: May 26, 2016

Attendance
Berkeley: Brian Quigley, Susan Powell, Brion Baer
Davis: Morrison, Dawn Colling
Irvine:
Los Angeles: Maria Jankowska (convener), Louise Ratliff (recorder)
Merced:
Riverside:
San Diego: Michael Smith
Santa Barbara: Jon Jablonski, Tom Brittnacher
Santa Cruz:
Stanford: Kim Durante
CSU Northridge: Chris Salvano
Visitors:
Regrets: Julie Sweetkind-Singer, Andy Rutkowski

The agenda was approved.
Minutes from December 9th, 2015 were approved.

Announcements

Mike Smith and Jon Jablonski submitted a charter for the UC/Stanford Map & Geospatial Libraries Group to become a Common Knowledge Group in the UC Libraries Advisory Structure: the Maps & Geospatial Data Common Knowledge Group.

“Common Knowledge Groups (CKGs) are standing groups of experts or pioneers in areas of interest to the University of California Libraries (UCL). The intention of CKGs is to foster innovation and continuous improvement by providing a venue for staff across campuses and from various levels to exchange ideas and collaborate on systemwide initiatives.”

After approval from the Direction and Oversight Committee (DOC), we will reach out to other interested groups and seek participation. Stanford, UC Libraries, and CSU Northridge are members of this CKG.

[NOTE: The charter was approved in June for formation of the Maps & Geospatial Data CKG. See the entry here: http://libraries.universityofcalifornia.edu/ckg. The contact person is Mike Smith of UCSD.]

**ACTION ITEM:** Jon will reach out to the CSUs and WAML for potential new members.

Susan Powell reported that a new geospatial programmer starts next week. The person has solid GIS and web programming skills.

Mike Smith: San Diego is recruiting for a GIS librarian who will be responsible for GIS, maps, gov docs, reference and other subject areas. Interviews will be held in July. They will probably recruit another librarian (humanities areas).
Julia (Irvine) reported that Dan Sank is retiring (social sciences data archivist).
UCLA has a new (temporary) map cataloging assistant. Libby Stevenson (Director of the social sciences data archive) is retiring; the position will be posted.

Davis: Daryl Morrison is head of Special Collections and works with maps along with library assistant Dawn Collings.

**EV GeoCloud uploading data** - reports by Brian Quigley, John Jablonski, and Andy Rutkowski

Jon read us Andy’s report (see APPENDIX at the end of the minutes).

There was an extensive discussion about what East View services are included as part of our license agreement and what services will incur special charges. There are disagreements about charges for uploading locally-held datasets, with different costs being quoted by EV to different campuses. The license does not specify a fee to upload sheets; however, content purchased prior to the contract with EV would incur a charge. Susan reported that Myanmar topos were uploaded in mosaic form and are in view only with no ability to download. EV plans to support persistent URLs and WML links sometime in Fall 2016.

**ACTION ITEM:** Susan volunteered to work on a schedule of prices with Peter from EV. Jon will ask around about a consortia approach for paying for uploading a set.

Question: how do we promote this for greater use? The only access is to the Geocloud platform, so people are not using it for Landscan.

Outreach to other schools who use EVG. Tabled.

**Sanborn maps**

Chris Salvano reported that he has compiled Sanborn maps holdings data. Chris shared his spreadsheet which includes all Berkeley union list holdings information for all Sanborns! California itself is 400 pages of spreadsheet! The script wasn’t perfect, so there will need to be some cleanup. There are 7500 CA volumes held across all institutions. CSU data is from mid-March 2016. (No UCB updates since then.)

On the spreadsheet, “Non Library Holding” indicates a phrase from the union list data, such as a link to microfilm. The original year of publication is not always known. If there is no vol. no. it shows up as blank or zero. If there are no paste overs, the revision note says NA. Chris demonstrated searching the union list to show what data is there, that the script processed.

Susan – data structure is to be one institution, one record, as it is on the sheet. So we can easily see by institution.

Format is not displayed here, by default, but there are some fields not seen here, and format is captured and we could reformat for display. The group agreed to have the format displayed.

**ACTION ITEM:** Chris will check the links.

**ACTION ITEM:** Julia and Chris and Susan will explore the union list data issues, and contact Phil Hoehn about updates.

**ACTION ITEM:** Tom volunteered to use OpenRefine to clean up the data.
**ACTION ITEM:** Susan will contact UCB library systems office about migrating the spreadsheet to the web.

**ACTION ITEM:** Dawn Collings will work with Chris and Jon to gather and compile additions.

**ACTION ITEM:** Jon agreed to explore linking index sheets to individual pages, and a find standard for marking up scanned images.

Proposed process:
- Clean up the data (Open Refine)
- Disseminate data to campuses
- Review
- Correct
- Recompile

Chris is starting to develop a workflow, beginning with small discrete locations with manageable files. One idea is to create a Google form to work with this data and gather input. His CSUN Dean has committed to funding 2 GIS grad students. They are continuing the finding aid (80% complete!) One will work over the summer. Also will do a renovation in the map library. To put in a college conference room in the map library. Mostly losing staff space.

We have discontinued pursuing work with Library of Congress on Sanborn maps.

At CSUN a grant was submitted to catalog and digitize the flat map collection, but it was not awarded; it will be resubmitted this year with a different scope to include Sanborns. The plan is to inventory, catalog and digitize a portion of 5-10% of the collection representing unique or rare materials especially about the San Fernando Valley. It is hoped that our group will collaborate.

**Executive Committee** – No report

**Discussion Items**

Discussion of which database to have EV add to our GeoCloud instance. Santa Barbara has a dataset of State by State vector files of Mexico, which was bought for the group and is held at SB. Mike at SD has 1:50,000 Mexico topos that he purchased, but EVG will charge for each sheet to host them; he can send these around. We could share the cost of uploading.

Kim Durante (Stanford) reported on the plans for the 2016 WAML meeting, to be held Sept 8-9, 2016 at Stanford. On Sept 7 we could have a UCS Map Group Meeting.

Kim reported on their Geospatial data cataloging and gave an update on a project of public datasets for some California counties. They are ISO records at the data level for about 5,000 layers, brought into Geoblacklight (Earthworks). They use their catalog for input of metadata, then automate mapping to Geoblacklight.

Susan reported about a standard set of datasets they do for each California county; they will collaborate with Stanford about baseline standards. Data is on local servers now; eventually will migrate to Geoblacklight.
SB has done some archiving; they are adding brief individual Marc records per county. Jon has about 30 counties of data, and has attempted to get data from other counties. SB no longer publishes its GIS metadata.

UCLA subscribes to the big set of parcel data.

On the LA county spatial portal, there is a statewide set of data for free. Susan reported they’ve downloaded everything, but only described 10. Kim and Susan can design a template for providing consistent metadata. Julia would like Orange County to be included. Susan will send out a list of LCSH headings. Susan would like a sample of some of UCSB’s Marc records; they don’t do full level cataloging at this point, but will eventually do ISO layer level descriptions.

**ACTION ITEM:** Kim and Susan can design a template for providing consistent metadata for county datasets.

Jon demonstrated the UCSB opac keyword searching for cartographic resources, including paths to the Network Data Collection server, and described the types of metadata and displays.

**Review and updates of the UC/Stanford Conspectus of Cartographic and Geospatial Collections**


Jon led a discussion about the conspectus, which was last updated in 2013; it is time to review and update it to reflect current practice. This is especially important for documenting campus collecting practices for county map, geospatial, and data resources.

**ACTION ITEM FOR ALL:** Send revisions to Mike by July 10.

**ACTION ITEM:** Jon will send the conspectus as a Word document to the group for editing. [DONE: Brian Quigley sent it on May 26.]

**Discussion**

As a CKG, we should report up to DOC what we are able to do, and what we cannot collect in terms of data. Julia suggested that we recommend and share what the consequences are if we don’t collect data from all California counties. There is a government docs group (GILS) – part of the CKG plan. There is a statewide Cal Docs list.

Brian Q said we sent a letter last year that covered a lot of this same info, but now that there is a new advisory structure maybe we need to send it to someone else? It did go to DOC at that time. Reminder, there is a letter out there. May need to resend it.

**ACTION ITEM:** Re-send a letter to DOC about campus-specific collecting of maps and data.

**Campus Round Robin**

Irvine -- Julia. She sent an email report earlier today. [NOTE: See Appendix to the minutes] Big themes: uncertainty about budget; hope for strategic appointments; some replacement searches under way; some vacant; budget for new programming and for collections. Will be a lean year; will review subscriptions (local Tier 3) for cancellation. Faculty recruiting is very high and at higher levels of research needs. Evidence-based needs and determinants (usage & articulation). On the short end of
staff. Exploring how to address needs with existing resources. Got an increase in Professional Development funds. Recruitment has not been easy. Portfolios are growing substantially.

Are just writing up responses from a survey and 20 interviews = impact of organizational change. Found that people are excited about their work across campus. Questioned why Systemwide advisory structure was changed; it was working. Many people were very articulate about their concern for the future.

Stanford -- Kim. Biggest news is the opening of the Rumsey Center. Have a large number of data layers. Re-opened search for Map Librarian (Jane’s) – in process. Hiring an Earth Sciences Librarian.

Berkeley – Susan. Strategic planning – new UL started in Oct. Started a fast-track planning over the summer. Brian Q. – Planning process is continuing, in flux. 4 areas that the UL has highlighted: info fluency instruction; digital literacy, connected learning hubs for campus (space renovation), more digital preservation. Waiting for budget info and effects on the library. Purchased the Myanmar set, in cataloging. Boundary data for China 1949-2014 (Michigan China Data Center). They purchased the ability to put it on their geo-server. Progress in AMS maps digitization and map viewer. New sheet feed scanner (replacement). 36 inches one for map library; for digital imaging lab bought a 48 inch scanner.

Santa Cruz – Lucia Orlando. Head of collections was selected as AUL for collections and services – will be going out to recruit head of collections. Keri Scott. She works from Tucson! Theresa accepted University Archivist (first time for this position). Will recruit for CART archivist. Opened a new digital services commons, primarily for faculty and researchers to get assistance for digital projects. GIS may be becoming a component of the library. Maps were purchased. Inventorying maps for cataloging and withdrawal. Will circulate some of the maps. She seeks advice from the group about the maps that were not taken, where and how to offer them. Asking for insights on how.

Davis – Dawn Collings. Hired an instruction and outreach librarian for Spec Coll. (see also RR email). Have had several professors add map resources to their class assignments. Very exciting for them in the map room. Harrison Western Research Center – approx. 700 maps and art in the collection. Finished a spreadsheet finding aid to those resources. Exhibit of aerial photos and map of campus. Daryl – space planning; hired bright spot to interview faculty and staff. Major reorganization is ongoing. Gail Yokote just announced her retirement. Their DUL (Deputy University Librarian) is pretty much in charge of everything now.

San Diego – Mike Smith. Integrated all the Scripps maps with their existing collection, which doubled the size of the collection! Much is geological. Worked with data librarian to redesign the data/GIS lab; upgrading computers; completely redoing the space, furniture, etc. Hope to hire a GIS librarian in the fall. People retiring; people were hired. Mike will write this up.

SB -- Jon. Jon will write up. New building! Opened Jan 3. Expansion and renovation. Interdisciplinary research collaborator very successful – Jon now interim director of it. Good audience for hands-on work – Jon did 3 intro workshops on GIS – sold out! Maps and music will move asap to the old space. Making MARC and ISO records. Integrating the UCSC maps. 2 air photo collections coming on the market- Jon will try for them. New repository – Tom creating MD for scanned maps. No progress to report on shared NRLF topo collection. Retirements Janet AUL for collections. 5 senior LAs and tech support people retiring. Humanities data curator Thomas Padilla is new. Doing a workforce needs assessment. End of
summer reorganization? Saturday June 4, Calif. Map Society Meeting at SF Public Lib (Jon is So. Calif. V-P of that organization.) Saturday, June 11, Chris is hosting a tour of the CSUN Sanborn collection.

WAC is asking $100,000 for the collection, but will accept an offer. Jon thinking of collaborating with map people from U of O to split it. Susan interested in the copyright issues – he would sign over ownership. Jon has a gift agreement rider that he uses. He says he has clear title to all of it. Susan may be interested in parts, and will consult with Jon.

Dawn – Cartwright Aerial Surveys contacted her; they were willing to donate their collection. Gordon Wilkerson wants to sell his collection.

UCLA – Maria. Main point is reorganization of the library and its effect on the map collection. Job posting for a new AUL for special collections and area studies and East Asian Library. Social sciences, humanities, education, history librarians will be under a different AUL for User Engagement. Weeding maps to make room for historical maps. Prof. Kuhn gave a talk for Earth Day. She told the story of how maps saved the UCLA Baseball Stadium.
APPENDIX to the Minutes

Report from Andy Rutkowski

EVGeoCloud report:

Maria and I identified 24k CA topos to be uploaded that had previously been purchased from EastView. The maps have not been uploaded yet as we just got finally got a quote a few days ago. I started emailing with Eastview on April 8th after I got the HD of maps from Maria. I used Box to share a sample of the HD of the maps and after some back and forth I finally received a pricing structure as follows with a recommendation to purchase additional datasets. Here is what I received below:

a. One-time tiling fee/load fee of $1.70 per map sheet—ca. $4930 total
b. Annual hosting fee—ca. $0.10 per map sheet—ca. $290/year

You will note that the sheet count is approx. 100 sheets larger than what you had requested. We determined that some bordering states’ sheets would be necessary in order to provide complete coverage. We can exclude those if you prefer.

We also recommend considering a program to quickly acquire and add the upcoming USGS Editions. East View already has all of the current Edition CA sheets in house so there would be no need to ship. Just give the word and we can start the tiling process. An additional benefit to UCLA would be delivery of a tiled dataset as part of the $4930 cost.

We still need to work out how I would share the maps with them as I was unable to upload all 3TB of data to Box.

In addition to this set I also asked for a quote for a much smaller LA County Parcel set that has about 16 GB of data. It seemed like a pretty simple data set
- [https://ucla.box.com/s/cpk2b51cwqmubedjtzm24bmtgxj84ei](https://ucla.box.com/s/cpk2b51cwqmubedjtzm24bmtgxj84ei)
but I still haven’t heard of any price quote or issues about it even though I have asked several times in the last month.

Overall, I will say that this has been fairly frustrating; It doesn't seem like Eastview has developed a formal process to do this and all my communication with Mike Peters has been over email and not always answering my concerns. I was really hoping for a more structured response that details the process. Or maybe something online where I could see how the process was moving along.

Review and updated of the UC/Stanford conspectus of cartographic and geospatial collections by each campus:

I have one small addition to the conspectus for UCLA in our last bullet point of collection emphases:

Digital spatial data, geographic and attribute, for the Los Angeles area, California, the United States, and a limited amount worldwide.

I would like to change it to:
Digital spatial data, geographic and attribute, for the Los Angeles area, California, the United States, and a limited amount worldwide. A selection of GIS data curated by UCLA Library, the UCLA Geography department, and UCLA’s Institute for Digital Research and Education IDRE that is used primarily for teaching and learning can be found here: [http://gis.ucla.edu/geodata/](http://gis.ucla.edu/geodata/)

Thanks and have a great meeting!
-Andy

**California Sanborn Project Follow-up (Chris Salvano), email of May 13, 2016**

Hi All,

Apologies in advance for the long email. After some staffing challenges that I had to adjust to in March and April and an unexpected renovation of the Map Library that fell in my lap, I want to make sure I keep CSUN’s part of the *California Sanborn Digitization Project* moving forward and discuss some updates.

**UNION SANBORN SPREADSHEET**

Firstly, the last task Stephen was working on before he left in mid-March was developing a script that would pull all of the Sanborn holdings data from the Berkeley Union List into a manageable and shareable spreadsheet that we can start sorting through and viewing. This spreadsheet requires a lot of data scrubbing—for instance, a Sanborn that the Union List shows as being held by multiple institutions displays in the spreadsheet as multiple records. Here is an example of the Acampo volume, which is held by CSUN, Berkeley, and “(see also Sanborn Fire Ins. Maps - Calif. microfilm reel 1 & online),” which displays in the spreadsheet as “—Non-Library Holding”:

<table>
<thead>
<tr>
<th>state</th>
<th>vol_title</th>
<th>admin_div</th>
<th>vol_num</th>
</tr>
</thead>
<tbody>
<tr>
<td>California</td>
<td>Acampo</td>
<td>San Joaquin County</td>
<td></td>
</tr>
<tr>
<td>California</td>
<td>Acampo</td>
<td>San Joaquin County</td>
<td></td>
</tr>
<tr>
<td>California</td>
<td>Acampo</td>
<td>San Joaquin County</td>
<td></td>
</tr>
</tbody>
</table>

We need to clarify how we want this data structured. Do we want One Institution-One Record (as shown above), or One Volume-One Record with information about holdings flattened out into separate columns?

Other details of the data:

1. Because the script wasn’t perfect (and there’s a lot of wonky html in that site), some of the records don’t have the correct data, or have no data at all. For instance a lot of the Berkeley volumes don’t have the County listed. Or if the Sanborn doesn’t have a volume number (e.g., Acampo, 1895) “vol_num” either shows as *empty* or as “0.” This is not difficult to fix, it’s a simple data-scrubbing task, but one that will add up over the course of several thousand records;
2. You’ll also notice that format is not listed, viz, Berkeley’s holding for Acampo is on microfilm. However, another field in Stephen’s scripting did capture this information, so if we want that displayed in a usable way, that will take some additional data massaging as well;

3. “Admin_div” was used because not every state uses the term county: Alaska uses the term “Division,” which I did not know;

4. If a volume is an original map without any revisions or paste-overs, no revision year is displayed (“rev_year”) but instead shows N/A;

5. I believe “collection” just grabbed some extraneous notes-type information;

The un-scrubbed version of this spreadsheet shows 7,798 records for California Sanborns at all institutions! And remember, this was done for all Sanborn holdings, so we have this data for all states and territories. It’s a big spreadsheet! 😊

LOCATION TEST CASES

I would also like to start figuring out what locations we would like to use as pilot projects for the digitization and metadata capture project. When we met here in February we discussed using two or three locations (south, central, north?) as test cases to see how our proposed project workflow functions. I would like to lobby for using small locations (read: manageable workflow testing, manageable file sizes) like Culver City in southern California and/or Eureka in northern California, or even Berkeley, which is small-ish in area. This is obviously open to discussion and other suggestions; some small towns in the Central Valley might be perfect test cases.

NEH GRANT SYNERGY

A couple CSUN librarians and myself are re-submitting an NEH grant application from last year for the metadata creation and digitization of a portion of our map collection. This year we are including the Sanborn Fire Insurance Atlas Collection within the scope of the grant, considering they represent one of the most detailed cartographic depictions of urban life in North American during the 19th and 20th centuries. We are hoping to grant will allow us to inventory, say, 5,000 items, catalog maybe half that, and perhaps digitize about 500-750 items--not just Sanborns but all resources across all our collections: some flat maps, some aerial photographs, and some Sanborns. We are using the UC-Stanford (& CSUN) Map Library collaboration as an example of how this NEH Grant would also help support future cross-consortial collaboration to pilot a larger-scale, longer-term digitization project of Sanborns to make them more accessible, discoverable, and scholarly interactive. Ultimately, my grand hope is that we can leverage these two separate projects to support each other.

***

So, how would we like to proceed? I would like to clarify how we want our data structured and what exactly we want our spreadsheet to show. Any thoughts on this?
ROUND ROBIN submissions received by email

Irvine (submitted by Julia Gelfand)

UCI Libraries will have several retirements in key positions effective at the end of this fiscal year. Cathy Palmer is retiring as Head of Education & Outreach, Steve MacLeod as Head of Public Services in Special Collections and Dan Tsang as Social Sciences Data Librarian & Bibliographer. Recruitments are underway for two of those positions, Head of Education & Outreach and for Head of Public Collections in the Special Collections Department. Other recruitments are underway in the Cataloging & Metadata Dept. Successful recent recruitments were conducted and new staff will start in July/August in the positions as STEM Librarian and Medical Bibliographer.

The UCI Libraries continue to celebrate the 50th anniversary of the campus through this entire year. Many activities involved the library’s active participation and a new exhibit, UCI Stories: 50th Anniversary Oral History Project (http://news.lib.uci.edu/events/spring-2016-exhibit-opening-uci-stories) opened this week showcasing the work of the UCI Archives.

We will soon install an oversized color printer to print posters and the like and that will allow us to augment our fee-based copying services and allow users who make maps options for printing.

There is a wait and see attitude concerning the next fiscal budget but we are remaining optimistic if still cautious. We are expecting more students.

UCI will be the site of the next LAUC Assembly in Spring 2017.

Los Angeles (submitted by Maria Jankowska)

Reorganization of the library
The most important news from UCLA relates to disabling of the Collections, Research and Instructional Services Department (CRIS), the official body responsible for the UCLA Henry J. Bruman Map Collection. The area studies librarians from CRIS will form an International Studies Department and join Special Collections and the East Asian Library. The library is in the middle of recruitment for a new AUL to supervise the newly created unit. The rest of librarians from CRIS Department (not area studies) will become part of Academic Clusters that comprises the Arts, Music, Biomedical, Science & Engineering including Geology, and Rosenfeld libraries. The Academic Cluster will report to Judy Consales, the AUL for User Engagement. Judy will also supervise Learning Environments (Teaching & Learning Services) and the Regional Medical Library. The UCLA Henry J. Bruman Map Collection will be a part of a newly created Academic Cluster.

Staffing
We have hired Laura Chilton for the position of the Cartographic Materials Metadata Specialist (LA IV) for a limited appointment in Cataloging & Metadata Center. She will start in early June.

Collection and Event
In the collection news, we are focusing on improving access to map series stored in the SRLF. We are scanning all print map indexes and attaching them to our holdings in the catalog. We are also
withdrawing and sending to SRLF less popular map series and making more space for crowded historical map collection.

We invited, co-sponsored, and hosted a talk “What Is GIScience About?” by Werner Kuhn, Professor of Geography from the UC Santa Barbara on April 22. In his talks Professor Kuhn proposed a preliminary answer to the question, posed in the title of his talk, in the form of a set of “core concepts” of spatial information.

**Kudos**

Maria A. Jankowska was named 2016 UCLA Librarian of the Year. She was recognized for her service to and support of sustainability at UCLA and for furthering the role of academic libraries in sustainability initiatives nationwide. This award also recognizes her efforts to support the use of the Bruman Map Collection; which was instrumental for UCLA to keep its baseball stadium on VA property.

See: [http://newsroom.ucla.edu/releases/ucla-to-provide-major-new-programs-and-services-to-veterans](http://newsroom.ucla.edu/releases/ucla-to-provide-major-new-programs-and-services-to-veterans)