

Preparing for the CoreTrustSeal - Insights and Lessons Learned

ESIP 2018 Summer Meeting Jul. 19, 9:30AM - 11:00AM
Tucson, AZ





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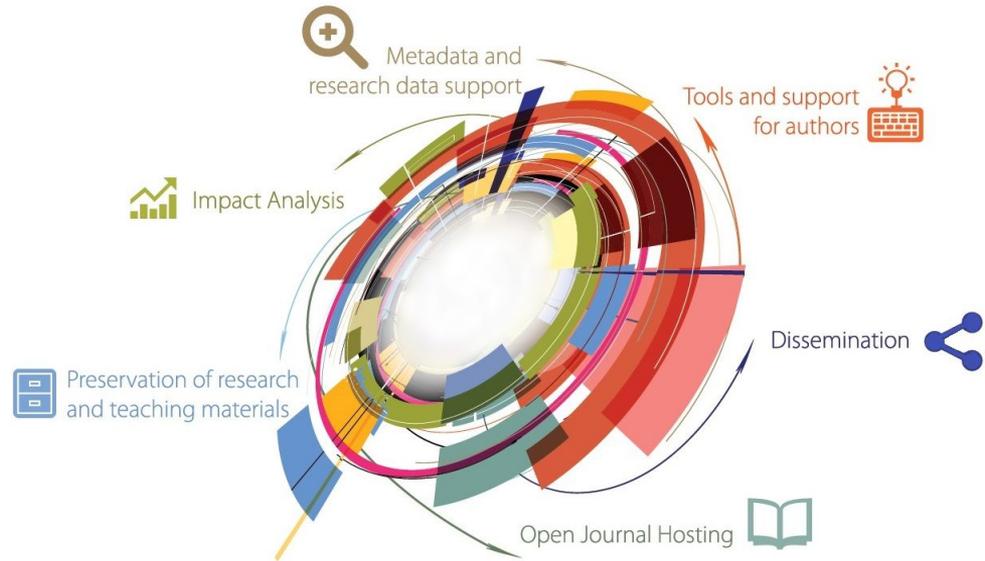
scholarsmine@mst.edu



Introduction

I assist and support:

- Scholarly Reputation & Research Impact
- Digital Scholarship & Publishing
- Research Data Management
- Understanding of Copyright & Fair Use



About the University

- > Founded in 1870 as one of the first technological institutions west of the Mississippi
- > 7,000 undergraduate students
- > 70 undergraduate degree programs
- > 2,000 graduate students
- > 30 graduate degree programs
- > 370 faculty members

About the University

- > We draw students from all 50 states and 62 countries
- > We are ranked the 3rd best Engineering College by USA Today's College Factual
- > According to Forbes we are among the top 25 STEM colleges in the United States

About Scholars' Mine

- > Started Development 2006
- > I arrived 2009 (November)
 - < 10,000 objects
 - < 100,000 downloads
- > Moved to Dspace 2012
- > Moved to bepress 2014 (October)

About Scholars' Mine

- > Today we have over 37,200 objects in 194 disciplines
 - 67% - Engineering
 - 28% - Physical Sciences and Mathematics
 - 5% - Dispersed among Life Sciences, Social Sciences, Business, and Education
- > We average over 1 million downloads per year

About Scholars' Mine

We received our
CoreTrustSeal Certification
in April 2018



Why CoreTrustSeal

- Research data from our campus research centers
- INSPIRE - University Transportation Center
 - Inspecting and Preserving Infrastructure through Robotic Exploration (INSPIRE)
 - Recipient of a major grant from the US Department of Transportation (DOT)
 - Cooperative endeavor with the Missouri Department of Transportation (MODOT)

Why CoreTrustSeal

INSPIRE - University Transportation Center



Smart Rock



Inspection Drones

Why CoreTrustSeal

- DOT Guidelines for Evaluating Repositories for Conformance with the DOT Public Access Plan
 - Based on the Data Seal of Approval Guidelines
 - See:
<https://ntl.bts.gov/public-access/guidelines-evaluating-repositories>
- We originally applied for the Data Seal of Approval
- Our application was transitioned to the CoreTrustSeal



Core Trustworthy Data Repositories Requirements (R4 - Confidentiality/Ethics)

R4. The repository ensures, to the extent possible, that data are created, curated, accessed, and used in compliance with disciplinary and ethical norms.

R4 - Confidentiality/Ethics

1. It is the responsibility of the researcher to conduct research in compliance with any applicable disciplinary norms and be in compliance with the University of Missouri Collected Rules and Regulations (see: https://www.umsystem.edu/ums/rules/collected_rules/research).

R4 - Confidentiality/Ethics

2. Researchers submitting data to Scholars' Mine are required to acknowledge in writing that they are in compliance with:
 - a. The laws of the United States and the state of Missouri which address confidentiality, privacy, and protection of research participants. Relevant federal laws include:
 - i. Protection of Human Subject (45 CFR 46)
 - ii. The Family Education Rights and Privacy Act (FERPA)
 - iii. The Health Insurance Portability and Accountability Act (HIPAA)

R4 - Confidentiality/Ethics

3. Researchers submitting data to Scholars' Mine are required to provide a written assessment of any disclosure risk.
 - a. Data with a high disclosure risk may be rejected and returned to the researcher with advice on how to lower the risk
 - b. Access to data can be secured through access control measures:
 - i. Access restricted to defined IP addresses or domains
 - ii. access restricted to specific users requiring login Authentication
 - iii. On-site access only under secure conditions

R4 - Confidentiality/Ethics

4. The statement of compliance, disclosure risk, data management plan, and other supporting documents are evaluated by trained library staff prior to acceptance.
 - a. If necessary appropriate access levels are assigned to accepted data sets in consultation with the depositor
 - b. Rejected data sets will be returned to the depositor with advice on how to bring the data into compliance with disciplinary and ethical norms
 - c. All supporting documentation are stored as supplementary files with the data set

R4 - Confidentiality/Ethics

5. See our Research Data Confidentiality Policy:

http://scholarsmine.mst.edu/scpro_guidelines/9/

Core Trustworthy Data Repositories Requirements (R5 - Organization Infrastructure)

R5. The repository has adequate funding and sufficient numbers of qualified staff managed through a clear system of governance to effectively carry out the mission.

R5 - Organization Infrastructure

1. Organization

- a. Scholars' Mine operates as a discrete unit within the Library
- b. As a strategic initiative of the university, Scholars' Mine was conceived and designed as a permanent repository for scholarly resources.
 - i. Incorporated in the university strategic plan. Lever 2.4.13 states: "Continue development of Scholars' Mine designed for increasing internal and external communication and globally promoting the intellectual work of the campus."
 - ii. Lever 5 of the library strategic plan states: "Explore opportunities to feature and develop Scholars' Mine."

R5 - Organization Infrastructure

2. Funding

- a. Scholars' Mine was started with one time but repeating funds (proof of concept) provided by the Office of the Provost
- b. Scholar's Mine now has secure funding through the library's general budget allocation which includes:
 - i. Contractual services for hosting, server space, and support from Berkeley Electronic Press (bepress™) and Amazon
 - ii. Computer and software support, and onsite server space through campus IT department

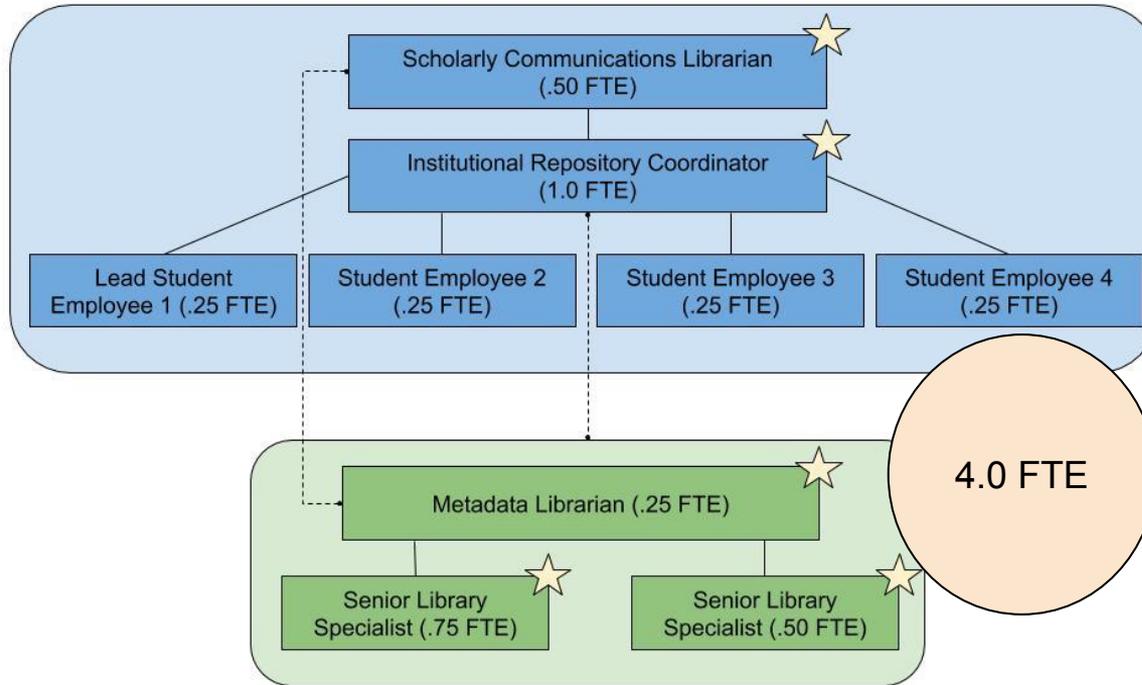
R5 - Organization Infrastructure

2. Funding ... continued ...

- b. Scholar's Mine now has secure funding through the library's general budget allocation ... continued ...
- iii. Salaries, benefits, profession development, and training for the Scholarly Communications Librarian and support staff, including student employees
- iv. Computer equipment, digital scanners, and support software
- v. Other miscellaneous expenses

R5 - Organization Infrastructure

Scholars' Mine Organization Chart



★ - Scholars' Mine Team Member | - Direct Report | - Cross Functional Integration



R5 - Organization Infrastructure

3. Staffing

- a. Scholarly Communications Librarian (.5 FTE)
 - i. Management and oversight of all operations including governance, policy, and compliance
 - ii. Consultation and advice to faculty on a variety of topics including copyright and research data management
 - iii. Evaluates repository content for acceptance
 - iv. Performs compliance and quality reviews
 - v. Locates new content for inclusion in the repository

R5 - Organization Infrastructure

3. Staffing ... continued ...

b. Repository Coordinator (1 FTE)

- i. Coordinates and oversees daily operations
- ii. Performs compliance and quality reviews
- iii. Assists in locating new content for inclusion in the repository

R5 - Organization Infrastructure

3. Staffing ... continued ...
 - c. Digitization Specialists (Student employees, 1 FTE)
 - i. Digitization and digital editing services
 - ii. Assists in the locating of new content for inclusion in the repository
 - d. Metadata Services Librarian (.25 FTE)
 - i. Consultation, support, and guidance in the design, implementation, and usage of supporting metadata
 - e. Library Information Specialists (1.25)
 - i. Metadata creation, cataloging, entry, and review

Thank You!

