

***One Year Later:
Establishing an Institutional
Repository***

Who? Us Again?

**A Government Documents Librarian and
Projects Specialist Collaborate on Establishing
an Institutional Repository**

Who We Are

Darren Sweeper

- Head, Government Information, Legal Reference and Data Librarian.
- Interested in the Social Sciences broadly speaking with a focus in Political Science, Family Studies & Justice Studies research.
- Experienced in data and statistical information literacy instruction.
- Using government documents to promote life-long learning.
- Recently developed interest in scholarly communication, open access and institutional repositories.

Karen Ramsden

- Research and Projects Specialist.
- Received a Masters in Public Administration and a graduate certificate in Program Evaluation and currently finishing a graduate certificate in Data Collection and Management.
- Expertise in fundraising for over fifteen years.
- Employed in Higher Education for twenty years.
- Has worked in both the administrative units and academic units in a university environment.

Our Repository Roles

Darren Sweeper – *Scholarly Communications Librarian and Liaison to the External University Repository Committee*

Karen Ramsden – *Coordinator of the Digital Commons Repository*

Our Applicable Skills

- Darren has previous experience in building a repository and scholarly communications.
- Additionally, Darren has established relationships with numerous University faculty that may to help serve as ambassadors for the Repository.
- Karen has established relationships with high level administrative leadership through her work as Co-Chair of a Middle States Standard, membership on numerous University-wide committees and her experience working with various administrative departments for the past fourteen years.

Why an Institutional Repository at MSU?

- Montclair State University *achieved Doctoral Research III status* in January 2016.
- *Serves faculty and institutional interests* by collecting, organizing, preserving, and disseminating faculty scholarship and creative works in a digital, open-access environment.
- Brings together all of Montclair State's research and creative works under one umbrella, with an aim to *preserve and provide access* to that research.
- Consistent with the *library's archival role and responsibility* in preserving publications and other artifacts documenting Montclair State's history and the activities of its faculty, students, staff, and administrators.
- Keep up with changing landscape of *scholarly communications, open access and digital publishing*.

Who is Involved?

- The Library has subscribed to [Digital Commons](#), powered by [bepress](#), to serve as the hosted environment for our Repository.
- Librarians with varied expertise at Sprague Library.
- Library Institutional Repository Committee.
- University Institutional Repository Committee.

Our Site



Montclair State University Digital Commons

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Montclair State University Digital Commons is an institutional repository designed to preserve and showcase the creative and scholarly achievements of the Montclair State University community. The repository is a service of the Harry A. Sprague Library.

<https://digitalcommons.montclair.edu/>

Sprague Library

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Goals

- Create
- Innovate
- Collaborate

Create

- Create an optimal task force.
 - Internal stakeholders
 - External stakeholders
- Set up plan on how to involve task force members.

Collaborate

- Reach out to key stakeholders.
- Ask to participate in various University events.
- Committee members and targeted faculty are your key champions.

Innovation

- Think outside the box
- Don't rely on traditional marketing tools
- It's okay to borrow other school's ideas

Overarching Goal

- Demonstrate the library's added-value to its stakeholders.
- Promoting the library leads to a “seat at the table” for funding



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Stay focused

- Sell the Repository at every opportunity.
- Internal sell is just as important and many times more difficult than an external sell.
- You will encounter obstacles no matter how well prepared you think you are.
- Exude confidence even when the process proves challenging.

Our Takeaways

- Building your repository is a marathon not a sprint.
- You will find support where you least expect it.
- Participate in webinars, training sessions and read the available literature – the field of open access and the value of repositories changes constantly.
- Don't rush the process - soft launch first, then hard launch.
- If you believe in the value, others will too.
- Stay positive - you will succeed.

Questions?

Thank You!