

Archives, Electronic Files and Licensed Material

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Archives: the Bridge between the Past and the Future

- Archives exist to be used
- Archives document all parts of society Preserving for the future requires making copies
- Copies must be made before hardware and software become obsolete
- Documents of everyday life created by persons operating outside of commerce
- Rare, one-of-a-kind documents. Thus, each archives has a worldwide audience

UNIVERSAL DECLARATION ON ARCHIVES



Archives record decisions, actions and memories. Archives are a unique and irreplaceable heritage passed from one generation to another. Archives are managed from creation to preserve their value and meaning. They are authoritative sources of information underpinning accountable and transparent administrative actions. They play an essential role in the development of societies by safeguarding and contributing to individual and community memory. Open access to archives enriches our knowledge of human society, promotes democracy, protects citizens' rights and enhances the quality of life.

To you, archivists, we recognize

- the unique quality of archival records created at the moment of decision, action and memory, and their irreplaceable value
- the vital necessity of action for ensuring better administrative practices, transparency in decision-making, and accountability in the development of human society
- the irreplaceable value of archives in enriching our knowledge of human society
- the irreplaceable value of archives in promoting the development of societies by safeguarding and contributing to individual and community memory
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We therefore undertake to work together in order that:

- appropriate control, access, protection and preservation of archival records is ensured
- the development of action to reduce the impact of disasters on archival records is ensured
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Archives record decisions, actions and memories. Archives are a **unique** and **irreplaceable** heritage passed from one **generation** to another. Archives are managed from creation to **preserve** their value and meaning. They are **authoritative** sources of information underpinning **accountable** and **transparent** administrative actions. They play an **essential** role in the development of societies by **safeguarding** and **contributing** to individual and community **memory**. Open access to archives enriches our **knowledge** of human society, promotes **democracy**, protects citizens' **rights** and enhances the **quality** of life.

To this effect, we recognize

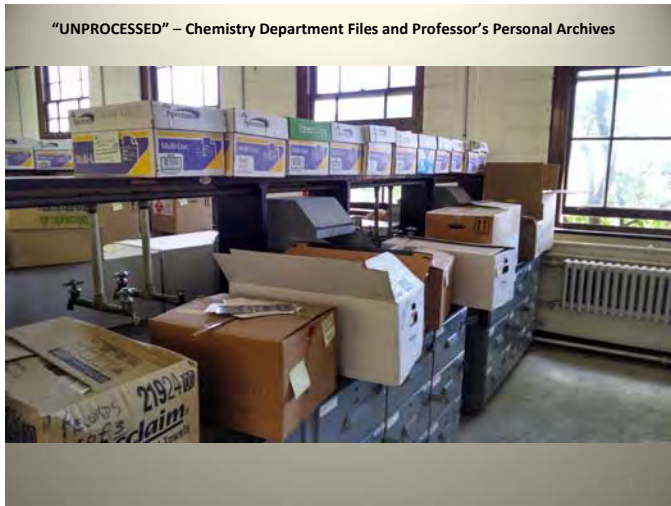
- **the unique quality** of archives as authentic evidence of administrative, cultural and intellectual activities and as a reflection of the evolution of societies;
- **the vital necessity** of archives for supporting business efficiency, accountability and transparency, for protecting citizens rights, for establishing individual and collective memory, for understanding the past, and for documenting the present to guide future actions;
- **the diversity** of archives in recording every area of human activity;
- **the multiplicity of formats** in which archives are created including paper, electronic, audio visual and other types;

We therefore undertake to work together in order that

- appropriate national archival policies and laws are adopted and enforced;
- the management of archives is valued and carried out competently by all bodies, private or public, which create and use archives in the course of conducting their business;
- archives are managed and preserved in ways that ensure their authenticity, reliability, integrity and usability;
- archives are made accessible to everyone, while respecting the pertinent laws and the rights of individuals, creators, owners and users;

How Archives Manage Content

- Interrelated functions
 - Authentication
 - Evaluation/acquisition
 - Arrangement
 - Description
 - Preservation
 - Use
- Archival management must be done at the **collective** or **aggregate** level, not item level



Archival Processing in the Analog World - Arrangement & Description
Music Studio Business Records



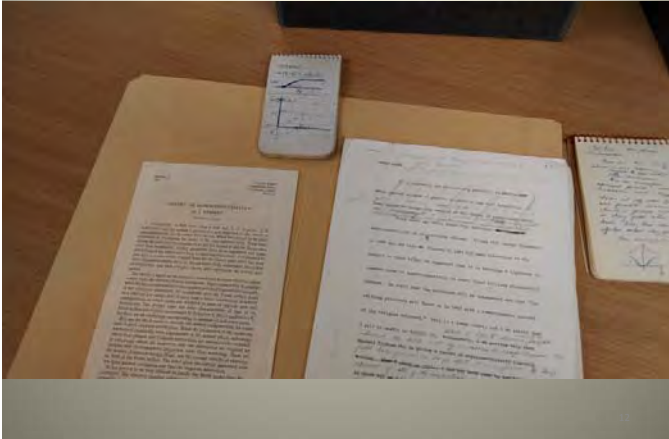
Processing Complete - Archives Ready for Research Use



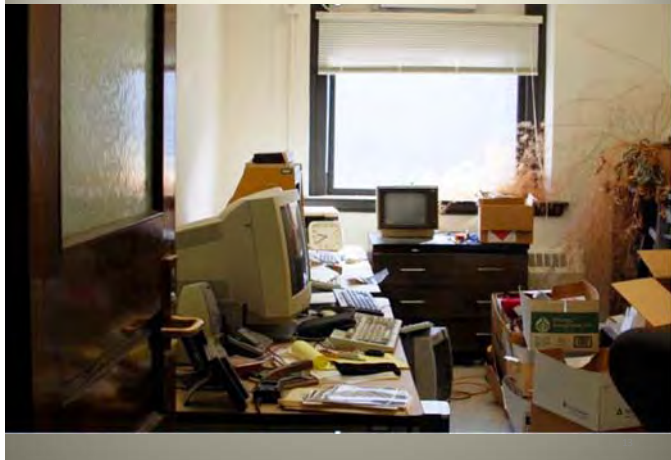
Archival Research Use: History of the Invention of the Transistor



Archival Research: History of the Theory of Superconductivity



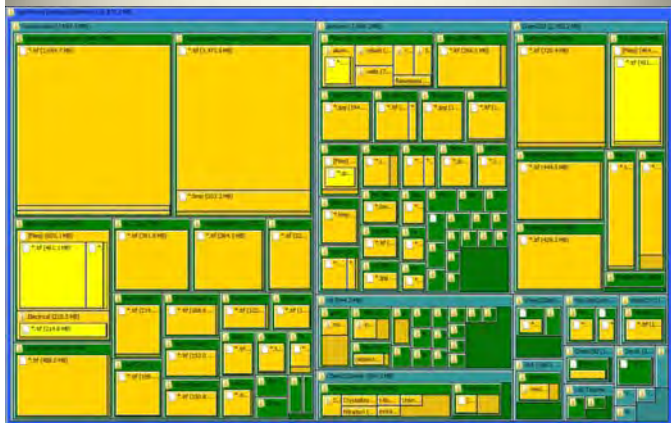
Office of Chemist/Chemical Educator



Computer-based Teaching in Chemistry Work Station and Related Paper Files

- In addition to 5 linear meters of paper files:
 - 30 GB of data
 - 161,419 separate files
 - 8,844 folders
 - 204 file types
- Electronic files look like this . . .

Digital Archives – Files from 1970s - early 2000s



FileTree Structure: Files from Creator of Computer-based Education in Chemistry

Physicist / Geneticist

One of his 2 Offices

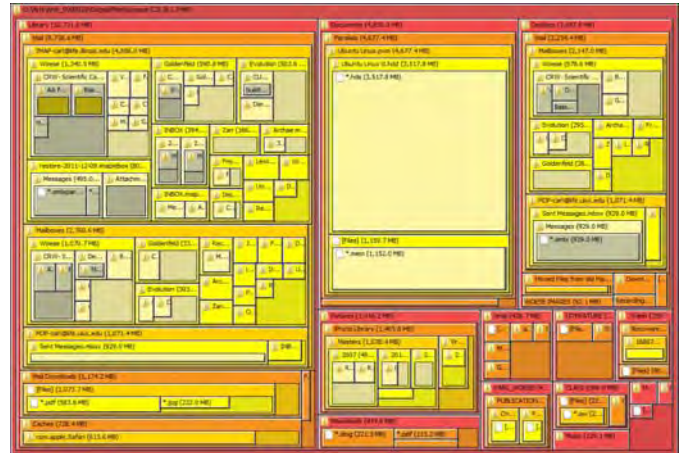


Laboratory



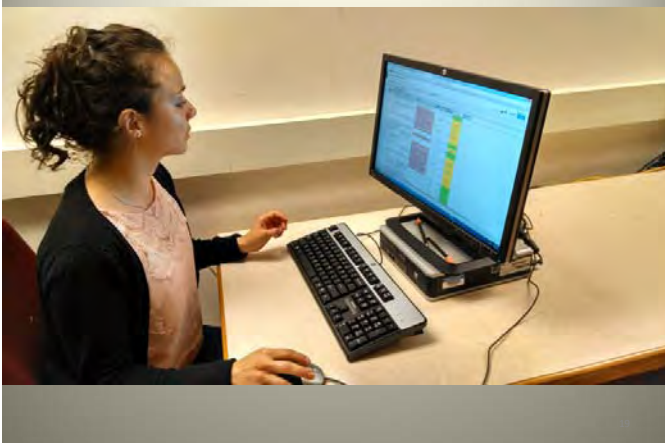
Biophysicist /Geneticist Work Station and Related Paper Files

- In addition to 10 linear meters of paper files:
 - 17.8 Gigabytes of data from iMac and Sun workstation
 - 79,536 separate files
 - 6,818 folders
 - 1,435 file types!!!
- Electronic files look like this . . .



File Tree Structure for Files of Biophysicist/Geneticist

Archival Arrangement & Description in the Digital Era



Implications for Archival Practice

- As with analog, work with electronic content is at the aggregate level
- Selectively work at item level only after successive phases at aggregate level
- Fundamental character of digital era is enormous increase in amount of material
- It is impossible to go through each piece of content and determine whether license conditions apply

Is it really impossible?

- Would ten minutes per file be enough to locate contract-limited content?
- Would five minutes be enough?
- Would one minute be enough?



Possible?

- Biophysicist and Geneticist Electronic Files:
 - 79,536 separate files
 - @ 10 minutes per file = **6.9 years**
 - @ 5 minutes per file = **3.5 years**
 - @ 1 minute per file = **.7 years**
- Chemical Educator Files Electronic Files:
 - 161,419 separate files
 - @ 10 minutes per file = **14.0 years**
 - @ 5 minutes per file = **7.0 years**
 - @ 1 minute per file = **1.4 years**

Once you locate contract controlled content . . .

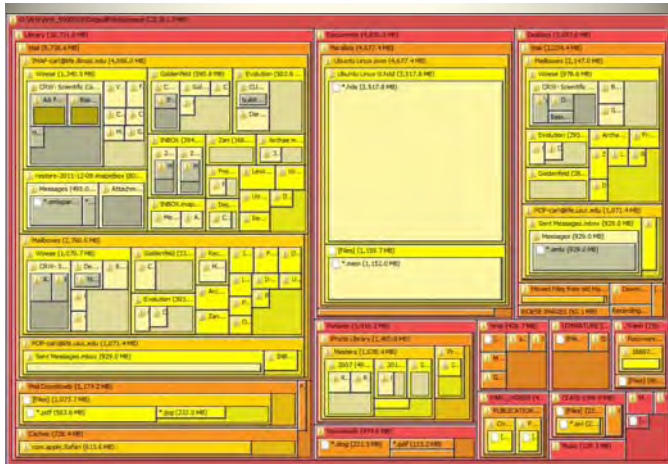
- Where will you find the contract?
- Its terms?
- Its successor owners?

Analog vs. Digital World Archives

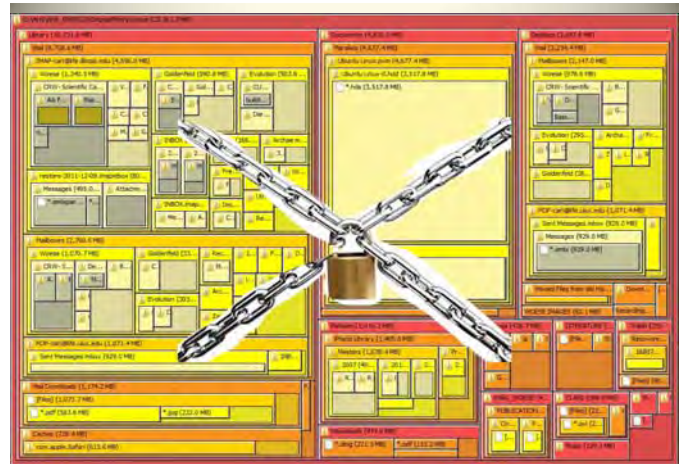
- Vast majority of archives is unencumbered by contracts

BUT

Archives in 21st century must include digital content such as the capture of the Geneticist's computer



File Tree Structure for Files of Biophysicist/Geneticist



Legacy of Biophysicist/Geneticist Limited by Contracts

Archivist's Dilemma

Our codes of ethics: follow the law

Universal Declaration: respect "rights of individuals, creators, owners, and users"

VS.

To follow the best professional practices (the ones necessary to enable preservation of legacy) we will likely violate underlying contract terms

Current Status

- Archives content largely out-of-commerce
- Archives work largely conducted for non-commercial purposes
- Archivists are "flying under the radar" – assume prosecution unlikely
- Leading to . . .

Emerging Perceptions

- “Archivists are wasting their time and money worrying about copyright”
- “Copyright is so absurdly out-of-date that it cannot matter”
- Must this be the final verdict?

Well-ordered Universe

- Reasonable set of exceptions for archives addressing
 - Acquisition
 - Preservation
 - Making available
- Remove the cloud so that we all can be engaged in a world knowledge system that includes copyright

otherwise . . .

Is this the future for archives?

