Technical Services & WEST

Technical services librarians are vital to the success of the WEST program and shared print. Technical contacts are responsible for submitting data to WEST and other outlets and supporting the integrity of holdings and bibliographic data that enables discovery and access by users. WEST also works to provide value back to members by supporting metadata and other technical services priorities.

The role of tech services

- WEST relies on members to supply data from their local unarchived serials and journals holdings to use in the biennial collections analysis. These records directly support WEST's analysis and influence archiving proposals.
- WEST Archivers use the WEST Disclosure Policy to update their local records for any materials they've committed to retain. This ensures retained materials are appropriately and clearly marked in their local systems to prevent accidental withdrawal.
- WEST Archivers provide disclosure records to WEST and to OCLC. This broadcasts to the wider shared print and scholarly communities that these materials are protected and will be held on a long timeline, and supports collection comparison by other institutions and shared print programs. Disclosure records are also provided by WEST to the Center for Research Libraries for inclusion in their Print Archives and Preservation Registry (PAPR), a public registry of shared print programs and collections across the country.

Value back to tech services

- WEST provides information back to members about their records during the biennial unarchived holdings ingest and during the annual disclosure period. WEST's file ingest process includes performing detailed analyses of members' records, the results of which are reported back to support local record enhancement and data cleanup projects.
- Committing to archive materials for WEST offers an opportunity for members to review and enhance their records, and verify that their physical holdings match their catalog records.
- Updating holdings records and disclosing them in local, regional, and national outlets supports other institutions in their collection management work as well as their local metadata work by sharing Archivers' bibliographic research and record enhancements with the broader community.

Get involved

Technical Services managers are encouraged to volunteer to serve as consultants to WEST and on working groups. Technical Services managers are also encouraged to attend WEST member meetings, which occur biannually in the summer and midwinter, and may address questions or feedback at any time to WEST's Shared Print Analyst, Nika Burns Teshin at nika.worth@ucop.edu.