



WEST Internet Archive Pilot

Final Report and Recommendations

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Executive Summary

The WEST Internet Archive Pilot outcomes demonstrate the feasibility of complementing print archiving work by proactively expanding the availability of digital copies. The pilot outcomes also affirm the value of partnership and coordination across an ecosystem of actors to achieve this aim. The work begun in the pilot should be refined and operationalized as a part of WEST's services and further steps should be taken to maximize the impact of the new service.

Specific recommendations include:

1. Leveraging pilot findings and outcomes, operationalize the pilot scope into a regular WEST workflow and service (including a service agreement).
2. Investigate a future service that supports iterative gap-filling for the WEST print archived titles and the digitized content in the Internet Archive.
3. Continue to explore the possibility of facilitating the deposit of WEST titles digitized by the Internet Archive with the HathiTrust Digital Library.
4. Investigate the possibility of increasing discoverability for the WEST titles that have been digitized through the Internet Archive.
5. When available, gather statistics on ILL usage of the digitized collection from the Internet Archive.
6. Explore incorporating Internet Archive serials data into AGUA to support future workflows.

Background

Why this pilot?

At the center of [WEST's vision](#) is the *ready availability* of the scholarly record in print. This will be achieved both by ensuring the ongoing availability of the physical print copies (WEST's well-established and core service) and proactively expanding the availability of digitized surrogates.

WEST explored several possibilities for expanding the digital availability of the WEST serial titles. A collaborative venture including WEST members and the Internet Archive emerged as the most feasible and impactful path to advance our vision.

This pilot plays to the strengths of all its partners. WEST contributes its expertise and tools for comparative analysis and holdings identification, libraries contribute content as part of their own locally-driven journal review/deselection projects, and the Internet Archive supports shipping logistics and provides digitization. Access to the newly digitized content will be through ILL, leveraging existing systems and practices.

Why these participants?

The Internet Archive was an optimal partner in the pilot not only because of their digitization capacity and expertise, but also because of their desire to expand journal collections, explore new ways of facilitating collection donations, and commitment to providing the broadest possible access to digitized collections.

The pilot was designed to work with existing or upcoming journal review projects undertaken by WEST member libraries. A call was distributed to the WEST membership inviting libraries to consider participating. The WEST Internet Archive Implementation Task Force¹ worked with libraries to assess overlap between the pilot collection scope and library journal review aims. The final cohort of pilot libraries was determined based on the degree of overlap and the capacity of libraries to participate as outlined in the pilot's scope of work.

Pilot libraries and brief context for their participation

University of Arizona

- University of Arizona joined the pilot as part of push to more programmatically approach deselection activities and to “lean into” shared print as an alternative to relying on off-site storage solutions.

University of California, Berkeley

¹ The WEST Internet Archive Implementation Task Force convened from October 2023 through June 2024 to create initial guidelines and workflows for the pilot.

<https://cdlib.org/wp-content/uploads/2024/09/0.-Internet-Archive-Pilot-Implementation-Task-Force-Charge.pdf>

- UC Berkeley wove participation in the pilot into a multi-pronged effort to expand their participation in shared print, increase access for all, and address space needs in specific areas of their main library.

University of Colorado, Anschutz Medical Campus

- The Strauss Health Sciences Library at CU Anschutz aligned their participation in the pilot with an existing project to deselect 18,000 volumes that duplicated holdings at their flagship institution, CU Boulder.

University of Wyoming

- University of Wyoming leveraged the pilot to review journals held in their annex facility and regain essential storage space for future use.

University of California, Riverside

- UC Riverside was able to incorporate pilot participation as a part of existing review projects looking at titles with permanent online access, as well as other streams of content already being identified and donated to the Internet Archive.

University of Colorado, Boulder

- CU Boulder joined the pilot to explore options for reviewing titles held in the Preservation and Access Service Center for Colorado Academic Libraries (PASCAL). CU Boulder's active participation in the pilot was deferred due to logistical complications, but their input on workflows and considerations continued to be essential throughout the pilot.

Pilot Scope

In this pilot, WEST tested the feasibility and benefit of coordinating the donation of extra copies of WEST archived serials titles to the Internet Archive for digitization and ongoing access via ILL. The pilot capitalized on analytics tools that WEST libraries have invested in and the power of the WEST network of libraries.

Pilot project goals

1. Expand the availability of digital surrogates of WEST archived titles
2. Amplify library collaborative strategies for print collection management and preservation
 - a. Reinforce the message that when libraries remove content from their collections they are not just 'getting rid of it'; rather, they are strategically reorganizing within a broader context of continued access and preservation of knowledge
3. Test and refine workflows for ongoing, coordinated donation to the Internet Archive
4. Explore opportunities for subsequent deposit of newly digitized assets to the HathiTrust Digital Library

Research questions

1. Is it feasible and valuable to operationalize a donation stream to Internet Archive as part of WEST's regular coordinated workflows?
2. If so, what are the most achievable and effective approaches for doing so?

Scopes of work

WEST Project Team scope of work

- Overall coordination of the pilot
- Managing any data analysis
- Administering all pilot meetings and most pilot communications
- Reporting to the WEST Operations and Collections Council (OCC)
- *Future* Managing and exporting data from the Internet Archive's WEST COL donating entity page
- *Future* Coordinating any requests for metadata or digital copy corrections

Participant scope of work

- Contributing local staff time, including
 - collections decision-maker to review and determine what to donate
 - logistics coordinator to pull and prepare the donation
- Ensuring the pilot contacts have the capacity to attend pilot meetings
- Providing the staff resources necessary to select and pack the items for donation
- Providing the MARC records package(s) to the Internet Archive
- Communicating directly with the Internet Archive to arrange for packing material drop-off and shipment pick-up
- *Note: Pilot Participant Libraries are not being asked to maintain catalog records after donation. Their responsibility for the items ends with donation.*

Internet Archive scope of work

- Providing packing materials to Pilot Participant Libraries
- Communicating directly with Pilot Participant Libraries to arrange for packing material drop-off and shipment pick-up
- Tagging the physical donations with a WEST COL number and creating a page for WEST as the donating entity
- Digitizing donated content
- *Note: Donations are incorporated into the standing queue for Internet Archive digitization; depending on the volume and priority of other projects, the WEST digitization may take more or less time.*

Pilot Findings & Discussion

Please note that this report provides insights and findings up to the point of shipping donations to the Internet Archive. This marks the end of the first phase of the pilot when pilot libraries are most intensively involved. From this point, the WEST Project Team and OCC will continue to oversee pilot outcomes as the donated materials become digitally available.

Value and feasibility

Pilot libraries

All the participating libraries found the pilot to be valuable. Several libraries commented specifically on the value of framing the pilot as a digitization, rather than deselection, project with the additional guarantee of the archived print copies stewarded by WEST partner libraries. Pilot libraries valued the ability to reclaim space, expand the digital availability of their collections, and the opportunity to hear from one another throughout the process.

While the pilot demonstrated the feasibility of this kind of workflow, all the pilot libraries noted that significant staff capacity and time were necessary to participate.

Internet Archive

The Internet Archive assessed its role in the pilot to be generally sustainable and reflected that the pilot's workflows have strong potential for operationalization with other libraries.

An important consideration for future operationalization from the Internet Archive's perspective is that there will come a time when serial digitization and preservation will likely shift to a gap-filling model.

WEST

The final selections have the potential to significantly expand access options for WEST libraries and the broader scholarly community. While the pilot group decided against strict prioritization of WEST higher risk titles (i.e., journals that appear to lack a digital surrogate in a trusted digital repository) the majority of selections fell within that category. The pilot libraries are shipping a total of 9,584 titles to be digitized by the Internet Archive. Of that total 67% (6,429 titles) fall into the category of higher risk.

Overall, the pilot selections cover approximately 26% of the total WEST archived print collections and 31% of the higher risk WEST archived print collections. To this point, the time invested in the pilot is well worth the anticipated positive impacts to digital availability of WEST archived titles.

Operationalization beyond the pilot

There was general agreement amongst participants at the end of the pilot that there is potential to operationalize pilot workflows as a WEST-coordinated service for members. The pilot libraries and the Internet Archive provided feedback for consideration in designing and optimizing such a service.

1. Resources needed

Pilot libraries reflected that any library could feasibly participate based on the pilot scope and support. However, it will be important to clearly communicate to potential future participants what resources and skills are needed to participate effectively, including staff time and capacity to:

- communicate and collaborate with library leadership and stakeholders;
- analyze WEST-provided data and review library holdings;
- export data as needed from local systems;
- work with Internet Archive on shipping details and planning;
- receive and unpack shipping materials;
- create and execute pulling and packing plans; and
- update local systems and catalog.

Staff with advanced Excel skills is essential. Involvement of a systems, cataloging, or metadata librarian is also necessary.

Additionally, libraries should be aware that they will need some amount of physical space to pack and stage the donated material for shipping.

The Internet Archive covered the costs of packing materials and shipping for the pilot project, as well as providing critical logistical guidance and planning support for the participating libraries. For some pilot libraries this was a prerequisite to participating. As a point of reference, the Internet Archive estimates that trucking alone can cost approximately \$1,200 - \$1,600 per full truckload. Supplies for packing a full truckload average around \$3,500 - \$4,500.

2. Overlap analysis & selection

How it worked in the pilot - overlap analysis & selection

The initial collection scope set by WEST prioritized titles not yet available in a trusted digital repository, while acknowledging that titles available in trusted digital repositories may be included as well for the sake of expanding options for access through ILL.

The final collection scope of the pilot included any title archived with WEST regardless of current digital availability.

Within the collection scope of the pilot, participating libraries made their selections based on local criteria. Criteria included such metrics as use, electronic access, location, completeness, and unique titles within the scope of the pilot library holdings (i.e., one pilot library held the title).²

Expectations for how to handle overlap amongst pilot libraries were not articulated as part of the original pilot guidelines and workflows. Once participating libraries were defined, the WEST Project Team

² See [Appendix 2](#) for a more comprehensive look at the criteria used by the pilot libraries in making their selections.

conducted an initial overlap analysis.³ In consideration of the additional work and delay that duplicate contributions would cause the Internet Archive (which would impact how soon digital copies would be available to WEST libraries), the pilot group chose to prevent duplication as much as possible through a phased approach of selections and overlap analysis.

The first phase of selections were made by University of Wyoming, University of Colorado Anschutz School of Medicine, and University of California Berkeley. These participants had minimal overlap among their selection lists, especially as University of Wyoming opted to send only titles which were uniquely held by them.

The second phase of selections were made by University of Arizona and University of California Riverside. Each institution made preliminary selections which the WEST Analyst compared for overlap. The institution with the deepest backfile sent the title to the Internet Archive. In the case of ties, University of California Riverside sent the title to Internet Archive.⁴

For both of these phases, overlap analysis was conducted in Excel by matching OCLC number or ISSN to identify titles which were selected by multiple pilot participants. During the first phase, those titles selected by participants were automatically excluded from the lists of the second phase of participants to avoid duplication. Pilot libraries organized themselves into the two phases based on urgency of deselection needs and other local considerations. University of Arizona and University of California Riverside both selected to be in phase two as their deselection needs were not related to specific titles and they were more flexible with their overall selection lists.

Additionally, after each library's selection list was finalized, Internet Archive performed a comparison to determine which volumes had already been digitized from microformat, as these would not be re-digitized immediately, but stored, both to ensure that a print copy was being retained and to enable re-digitization in color later when the Internet Archive has capacity. The Internet Archive then provided back an annotated selection list to each library, which indicated how to label each title once boxed, either as "Store", for items already digitized from microformat, or "Accept", for items which were not yet digitized as part of the Internet Archive.

Refinements for operationalization - overlap analysis & selection

The pilot was particularly important for understanding all the decision-points and work involved in making selections for donation to the Internet Archive.

Key findings

- Overlap analysis and preventing - as much as possible - duplicate copies being sent to the Internet Archive is necessary to facilitate timely processing and digital availability

³ 12% of titles were unique to one pilot library, while 60% were held by 2 or 3 pilot libraries, and 28% were held for 4 or more pilot libraries. See [Appendix 1](#) for more initial overlap analysis findings.

⁴ The rationale for this was simply that UC Riverside had fewer eligible titles to send; resolving ties in their favor helped to ensure they would have sufficient volume to make participation worthwhile.

- The lack of clear expectations regarding overlap analysis and the tolerance for duplication was a significant challenge for pilot libraries
- The phased selection approach allowed the pilot libraries to work on different timelines, but also complicated what proved to be interdependent decision-making; future operationalization would benefit from a structured timeline with consistent deadlines for finalizing selection lists
- Some manual analysis of titles was necessary for all pilot libraries - how much depended on local criteria and processes
- It would be valuable to have a more automated or self-service tool with which to compare against the Internet Archive collection⁵, however there are barriers to providing data for the Internet Archive's collections that are not publicly accessible

3. Commitments tracking

How it worked in the pilot - commitments tracking

Once selections were finalized the WEST Analyst compiled them in a master tracking document. The real test of the commitments tracking workflow will come over the long-term as materials are digitized and made known to WEST members. During this pilot, which ends when libraries ship their materials to the Internet Archive, the commitments tracking sheet was not widely used by pilot libraries. At this time, there are no recommendations for refining the commitments tracking process.

4. Pulling, packing, shipping, and metadata management

How it worked in the pilot - pulling, packing, shipping, and metadata management

Pilot libraries completed a shipping questionnaire and communicated individually with the Internet Archive to assess what shipping mode (parcel, freight, etc.) would be most appropriate given their access to loading docks, staging space, and the number of titles they selected to donate. The direct communication between the Internet Archive and the pilot libraries regarding shipping was beneficial to the pilot.

The Internet Archive provided packing material, guidance for how to pack donations, and all logistical support for the pilot libraries to ship the donated material. The cost of packing material and shipping was covered entirely by the Internet Archive.

As part of the donation process, the Internet Archive asks libraries to contribute their MARC records alongside their donations. Two initial questions came up regarding how to handle barcodes for these donated items.

- The first question was whether the Internet Archive required barcodes for each item to be on a separate record, or whether it was acceptable to have one bib record per title with the barcodes for all items attached. The Internet Archive clarified that it was fine to have one bib record per title.

⁵ Comparisons of more than about one hundred titles take significant time as the Internet Archive staff member has to manually view the search results by title and compare the volume listings.

- Additionally, a question came up early on as to whether each bound volume that would be donated needed to have a physical barcode. The Internet Archive uses barcodes to link the physical items to the provided MARC records, and so while physical barcodes were not required, they were highly preferred, and in cases where a library could not provide a physical barcode then that item would not be linked to the corresponding MARC record.

After selection lists were finalized, the pilot libraries sent the Internet Archive a metadata package, composed of bibliographic records in MARC format for each donated title.⁶ In general pilot libraries found the process of sending the metadata package to be straightforward, but some cataloging expertise was required to download the MARC records from participants' respective ILS's and ensure that the data was formatted correctly for the Internet Archive.

Finally, pilot libraries had to decide the best course of action regarding local record management for titles which were donated to the Internet Archive. Pilot participants made the decision early on that this choice would be made individually by each participating library, as the solution was not "one size fits all". Several options were considered including:

- deleting records of donated materials;
- suppressing these records from discovery;
- keeping records and linking to the title or the library's ILL service once available; or
- a combination of approaches.

Several participants decided to delete catalog records for titles which were donated, while maintaining local records of what had been deleted. However some participants are still waiting to decide how to manage these records based on what would be most useful for the end user. Furthermore, pilot libraries had to take additional steps to update holdings records for donated materials across various platforms and services such as with ILL providers and OCLC.

Overall, it took considerable labor, time, and expertise at pilot libraries to pull, pack, and ship the titles, as well as manage the associated metadata - processes which often crossed functional teams and departments.⁷

Refinements for operationalization - pulling, packing, shipping, and metadata management

The pilot brought forward a number of opportunities to refine pulling, packing, shipping, and metadata management workflows.

Key findings

⁶  Instructions for contributing MARC records for IA-WEST Project

⁷ Specifically, one pilot library reported being able to pack 20 boxes in four hours. Another pilot library reported that 10 student workers could pack 100-150 boxes per week.

- While the Internet Archive is willing and able to support donation via parcel or freight shipping, ideally, participating libraries will have a loading dock, sufficient staging space, and the ability to pack and palletize for truck shipment
- It would be beneficial to have more assistance at point of pick-up (e.g., Internet Archive staff support for loading and guidance from staff or the driver on how to optimally load the pallets)
- The ability to use book carts as the means of transport would enhance sustainability from the perspective of pilot libraries (note that the Internet Archive does not currently have infrastructure in place to support book cart transportation)
- Significant work is required to identify and update all platforms and services that might be impacted as a result of updating holdings records; making this work explicit would be beneficial to helping participants understand the required time and resource requirements for participation
- It would be beneficial to libraries to have more detailed instructions for managing the download and formatting of metadata packages for the Internet Archive as some cataloging expertise was required, and in at least one case, coding experience was beneficial to expedite formatting

5. Communication

How it worked in the pilot - communication

The Internet Archive Pilot Implementation Task Force generated communication resources for pilot libraries and the WEST Project Team produced an informational handout based on early pilot library feedback.

Pilot libraries reported sharing links to the press release distributed by WEST, leveraging the WEST marketing material in their local engagements around the pilot, and their own communication resources.⁸

Refinements for operationalization - communication

All pilot libraries undertook local engagement to socialize their participation in the project. Throughout the pilot, participants shared perspectives on what additional communication content and resources would support current and future participation.

Key findings

- Clear communication around how digitized materials will be accessible via resource sharing would be beneficial to WEST members deciding if they should participate
- ILL statistics for the WEST digitized collection
- Talking points to frame the sustainability of the digital collection WEST is building with the Internet Archive
- A special logo or brand for this service could help libraries in communicating out about this particular work

⁸ Communication resources are available for reference in [Appendix 4](#).

6. Future Opportunities

Frequency and cycles of work

Two pilot libraries expressed a preference for tackling as much as possible during the defined period of the pilot. At least one pilot library expressed a preference for tackling the work in smaller chunks as staffing allows. In future operationalization, it would be optimal for WEST to accommodate either approach.

Participants found value in being a part of a group of libraries engaged in the work at the same time. Regular meetings and semi-structured agendas promoted information-sharing and validation of localized strategies, challenges, and questions.

Future operationalization could be coordinated cyclically, much like the existing WEST print archiving workflows.

Technology Opportunities

The pilot surfaced several technological opportunities for AGUA to support operationalization of this work or similar efforts in the future. At present, WEST members receive a bi-ennial comparison reports that highlight which titles among the member's serial holdings are already archived with WEST and therefore could be deselected. Using this workflow and report, one possibility is that AGUA could be configured to identify the member with the deepest backfile among these additional copies and present the member with the opportunity to send these items to the Internet Archive if they have not already been digitized. This could also happen at the point of proposing archiving commitments; members could receive two proposal lists - titles which they are uniquely positioned to archive and titles which they are uniquely positioned to send for digitization.

Additionally, due to the difficulty automating the Internet Archive's in-house comparison tool, there is an opportunity for AGUA to take in serials data from the Internet Archive along with the other external sources AGUA presently ingests. This could enable faster comparison of WEST Member holdings to the Internet Archive's digitized serial collection, as well as increase visibility of titles that have already been digitized, which WEST Members can access through ILL.

Gap-filling

Gap-filling the WEST print collections

The pilot group considered the question of whether it was feasible to incorporate a step of gap-filling the WEST archived print collections before sending materials for digitization to the Internet Archive. The pilot libraries and WEST Project Team agreed that it would be optimal to do so, but ultimately did not see a feasible workflow within the scope of the pilot. It may be more realistic to combine a print and digital gap-filling phase as the both activities involve item level review and likely smaller, more distributed quantities for shipping.

At the volume/item level, WEST will likely still want to invest resources in coordinating cohorts to maximize the time of participating libraries and the Internet Archive. The Internet Archive sees gap-filling at this level as beneficial, while acknowledging that ongoing serials digitization at the Internet Archive will necessitate a broader approach to gap filling as donated materials could fill gaps across multiple digitized collections (i.e. volumes donated by WEST members may fill gaps in titles donated by other groups and vice versa).

Resource Sharing

The Internet Archive is involved in many efforts to expand resource sharing of their digitized materials.⁹ At the onset of the pilot, the stated goal was to provide access to the WEST digitized collection through RapidILL. However, given that several participating libraries were not already RapidILL members, the Internet Archive clarified that these materials would be accessible through WorldShare ILL as well. At this point in time, several of the Internet Archive's resource sharing initiatives are considered pilots, however, the Internet Archive has already established workflows to efficiently and consistently fill ILL requests, often within 24 hours.

Once the materials have been digitized, the Internet Archive will track and provide ILL statistics for the collection and WEST will take additional steps to analyze discoverability and access.

Deposit to HathiTrust

An aspiration of the pilot was to explore whether WEST can play a role in facilitating and centralizing deposit of digital assets to HathiTrust, thereby streamlining the effort and expertise that would otherwise be required and duplicated at myriad institutions.

Further discussion about this aspect of the operationalization of the pilot should take place once digital assets begin to appear in the [WEST Internet Archive collection](#).

Recommendations

1. Leveraging pilot findings and outcomes, operationalize the pilot scope into a regular WEST workflow and service (including a service agreement).
2. Investigate a future service that supports iterative gap-filling for the WEST print archived titles and the digitized content in the Internet Archive.
3. Continue to explore the possibility of facilitating the deposit of WEST titles digitized by the Internet Archive with the HathiTrust Digital Library.
4. Investigate the possibility of increasing discoverability for the WEST titles that have been digitized through the Internet Archive.
5. Once available, gather statistics on ILL usage of the digitized collection from the Internet Archive.
6. Explore incorporating Internet Archive serials data into AGUA to support future workflows.

⁹ See [InterLibrary Loan \(ILL\) at the Internet Archive](#) for full information on the Internet Archive's various resource sharing pilots and projects.

Appendix 1 - Initial Overlap Analysis Findings

Titles with 3 or Fewer Matches Across Participating Libraries				
Institution	# of Titles w/ 3 or Fewer Matches	# of Titles w/ 4-6 Matches	Total # of Titles	Percent w/ 3 or Fewer
University of Arizona	9575	4250	13825	69.26%
University of California Berkeley	8385	4119	12504	67.06%
University of California Riverside	3980	4229	8209	48.48%
University of Colorado Boulder	11724	5310	17034	68.83%
University of Colorado Denver Anschutz Medical Campus	2309	1132	3441	67.10%
University of Wyoming	5644	4539	10183	55.43%
Totals	41617	23579	65196	

Table 1. Preliminary overlap analysis, highlighting the percentage of titles on each library's initial title list that overlapped 3 or fewer times with other participant's title lists.

Titles with 4 or Fewer Matches Across Participating Libraries				
Institution	# of Titles w/ 4 or Fewer Matches	# of Titles w/ 5-6 Matches	Total # of Titles	Percent w/ 4 or Fewer
University of Arizona	12268	1557	13825	88.74%
University of California Berkeley	11076	1428	12504	88.58%
University of California Riverside	6737	1472	8209	82.07%
University of Colorado Boulder	15364	1670	17034	90.20%
University of Colorado Denver Anschutz Medical Campus	2897	544	3441	84.19%
University of Wyoming	8590	1593	10183	84.36%
Totals	56932	8264	65196	

Table 2. Preliminary overlap analysis, highlighting the percentage of titles on each library's initial title list that overlapped 4 or fewer times with other participant's title lists.

Unique Titles across Participating Libraries				
Institution	# of Unique Titles	# of Overlapping Titles	Total # of Titles	Percent Unique
University of Arizona	2361	11464	13825	17.08%
University of California Berkeley	2904	9600	12504	23.22%
University of California Riverside	378	7831	8209	4.60%
University of Colorado Boulder	2622	14412	17034	15.39%
University of Colorado Denver Anschutz Medical Campus	814	2627	3441	23.66%
University of Wyoming	705	9478	10183	6.92%
Totals	9784	55412	65196	

Table 3. Preliminary overlap analysis, highlighting the percentage of unique titles on each library's initial title list.

Appendix 2 - Selection Lists and Criteria

Pilot libraries applied a number of different criteria when evaluating titles for their final selection lists based on various local projects and priorities. All pilot participants excluded titles for which they were the WEST Archive Holder from the outset. Included below are some of the additional criteria pilot libraries used to create their lists.

University of Arizona

- Prioritized removing entire runs
- Excluded titles that they still were ordering, titles that fell under specific subject strengths for the UofA library collection (such as content about Arizona), and titles which provided stronger access via print

University of California, Berkeley

- Prioritized areas which were in particular need of space reclamation and had no room for growth, ceased journal titles, and things that were already cancelled

University of Colorado, Anschutz Medical Campus

- Prioritized titles at CU Anschutz which were already held as part of CU Boulder's PASCAL collection
- Excluded items with high ILL usage

University of Wyoming

- Prioritized sending titles they uniquely held among participants in order to minimize overlap

University of California, Riverside

- Prioritized titles which were digitally available with perpetual access and already held by the UC Systemwide Library Facilities
- Excluded titles which were already being sent to the Internet Archive by UC Riverside as part of a separate deselection project

Appendix 3 - Final Selection Numbers

Below are several illustrations of the collection of titles sent to the Internet Archive by pilot libraries over the course of this pilot. Please note that volumes in this section refers to estimated published years of a periodical rather than bound volumes.

For interactive versions of these visualizations please see the [WEST IA Pilot Dashboard](#).

Estimated Linear Feet Reclaimed

Pilot Librar...	PL Estimated Volu...	Estimated Linear Feet
AZU	156,844	19,605.5
CUY	26,141	3,267.63
CRU	18,175	2,271.88
COU	11,731	1,466.38
WYU	8,297	1,037.13

Table 4. Estimated volumes sent by each participating library and estimated linear feet reclaimed by each using 8 years per linear feet¹⁰.

Pilot Library (PL) by PL Estimated Volumes

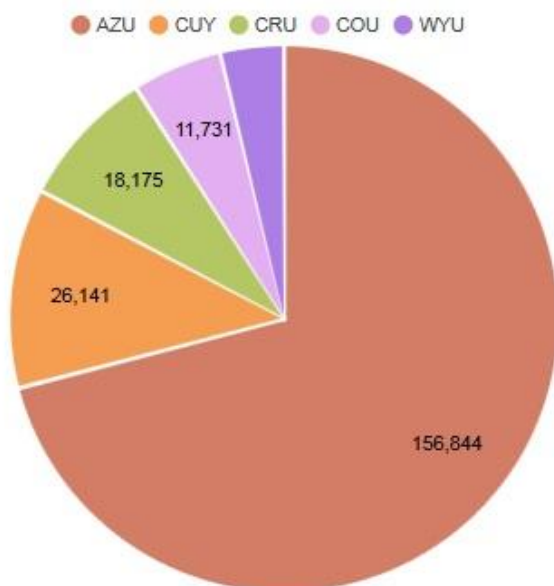


Table 5. Estimated volumes sent per participating library, represented as a pie chart.

¹⁰Habich, Elizabeth Chamberlain. 1998. *Moving Library Collections: A Management Handbook*. Westport, Conn.: Greenwood Press. Appendix A: Average widths of library materials, Figure A1.1.

Titles Selected by Priority Level

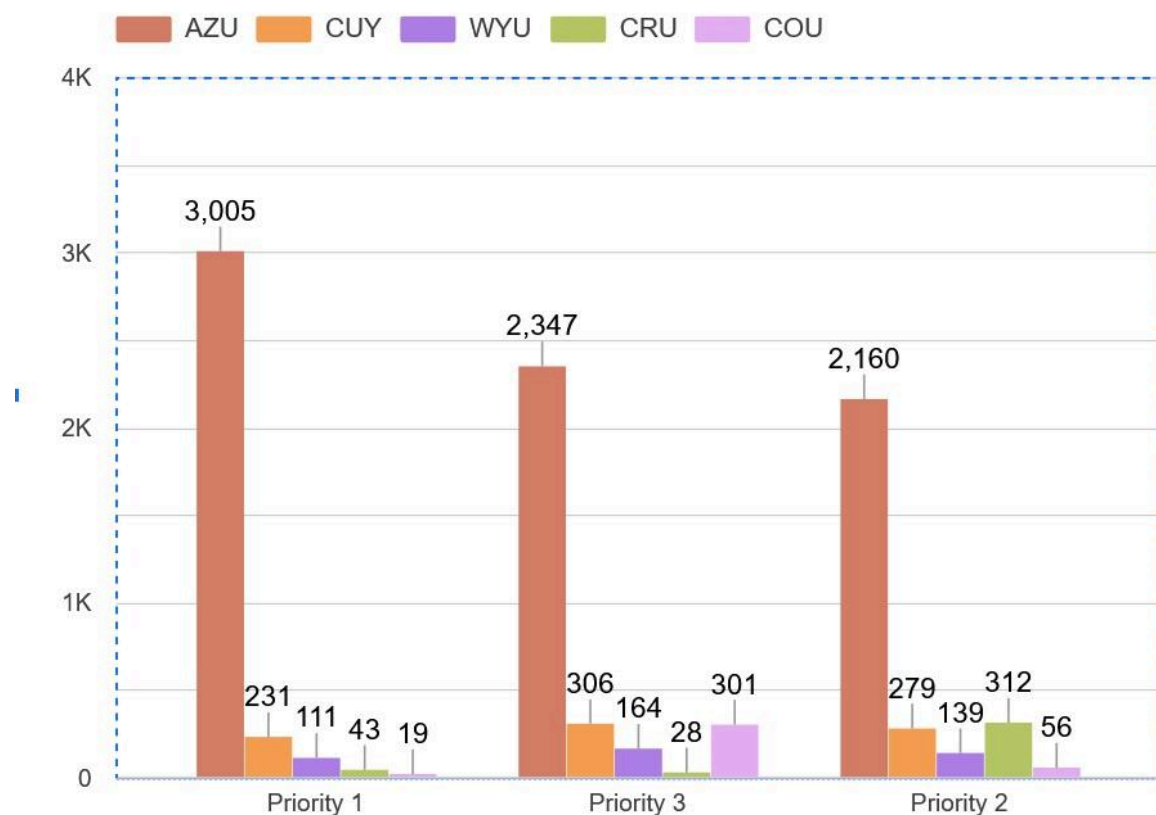


Table 6. Number of titles sent by participating libraries divided by priority level. Priority 1 corresponds to high risk level materials. Priority 2 corresponds to medium risk level materials. Priority 3 corresponds to low risk level materials.¹¹

¹¹ Please see [Risk Mitigation During WEST Archiving](#) for a full breakdown of what is meant by each risk level.

Count of Titles by LC Class

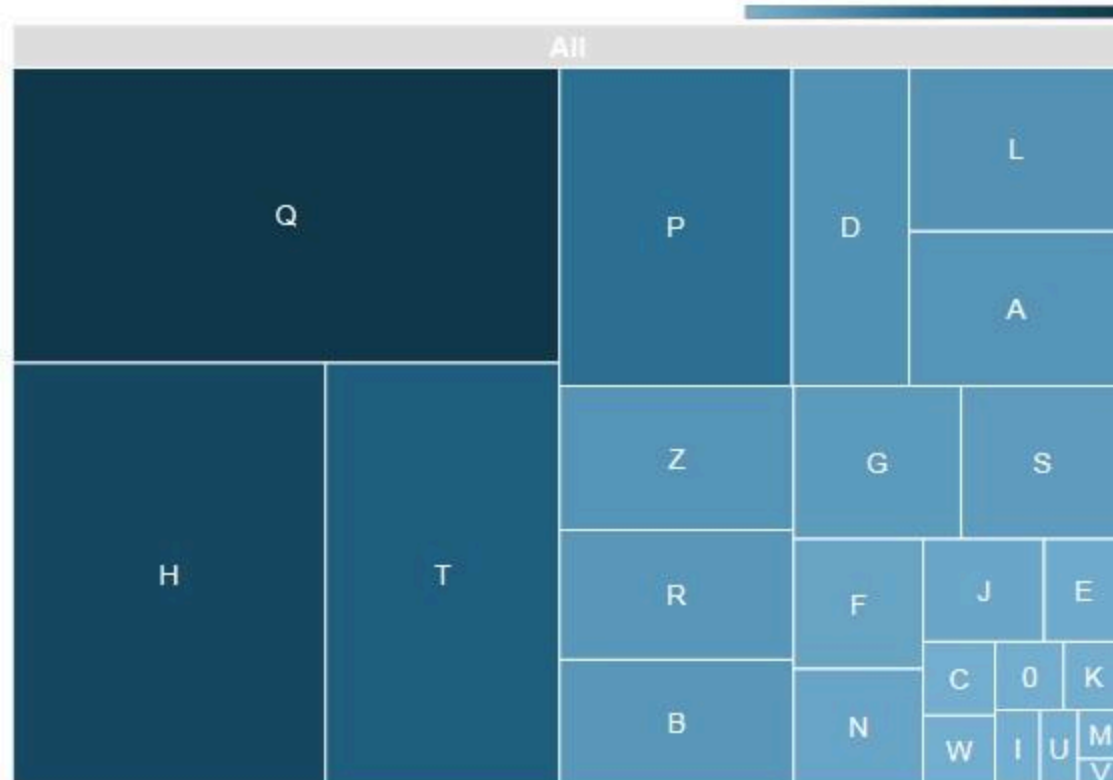


Table 7. A tree map displaying the distribution of titles sent among the Library of Congress main level classifications.¹²

¹² Please visit the [Library of Congress Classification Outline](#) for more information on Library of Congress classifications.

Appendix 4 - Pilot Communication Materials

Several communication materials were created for and distributed to participating libraries over the course of this pilot. These materials, along with a short description of each are included below.

Informational Resources Regarding the Pilot

- [Pilot Announcement Blog Post](#) - Created to announce the launch of the pilot and share more broadly the scope and objectives of the pilot
- [WEST Internet Archive Pilot Promotional Flyer](#) - Created for participating libraries to share with stakeholders to facilitate communication about the scope and benefits of the pilot.
- [WEST Internet Archive Pilot Webpage](#) - Created to serve as a home for pilot information and updates

Participant Created Resources

- [WEST Internet Archive Pilot Buttons](#) - Created by the University of Wyoming to publicize and celebrate the pilot project locally



Fig. 1 A button that reads, “keep calm & Pallet On IA WEST Project ‘25” created by the University of Wyoming

Operational Resources

- [Instructions for contributing MARC records for IA-WEST Project](#) - Created to provide participating libraries with instructions on how to submit their metadata package for this pilot
- [WEST Internet Archive Pilot Guidelines and Workflows](#) - Created before the launch of the pilot to outline guidelines and workflows for all pilot participants

- [WEST Internet Archive Pilot Packing and Shipping Guidelines](#) - Created before the launch of the pilot to provide guidelines and workflows for packing and shipping to pilot participants