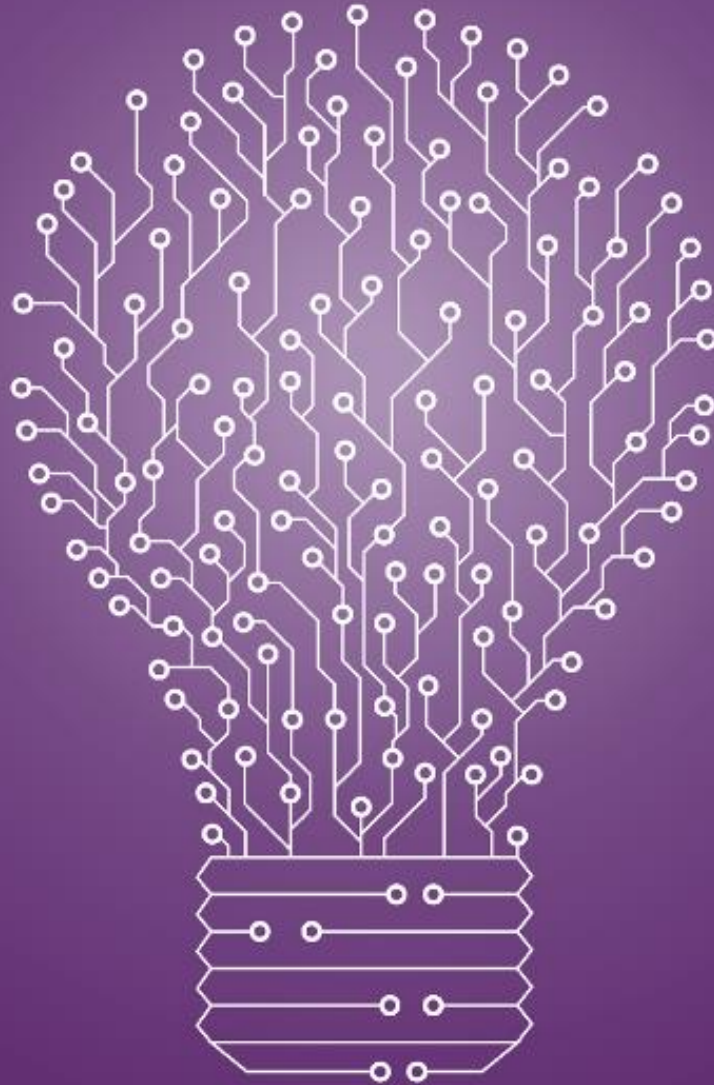


Arca Digital Repository Actions & Achievements 2022



Message from the Chair

In 2022, Arca made further progress laying the groundwork for its crucial migration to Islandora 2. A migration of this magnitude requires careful planning and sufficient financial resources. While Arca members assisting with the work will lower costs, additional funding has been pursued to ensure successful execution. At the same time that Arca prepared for migration, the service continued to experience growth in membership and an increase in the number of hosted digital assets. Additionally, this year the Arca Advisory Committee began a review of its Terms of Reference to ensure ongoing alignment with member needs.

Thank you to all member organizations for their contributions to the Arca service. I look forward to seeing where the next year takes us.



Todd Mundle
University Librarian, Kwantlen Polytechnic University
Arca Advisory Committee Chair

How Arca Works

Think of Arca as being like a filing cabinet. For a modest annual fee, each member organization gains access to their own virtual “drawer” within Arca. This drawer comes complete with a fully customizable website and ample storage space, providing a secure and convenient solution for hosting a wide range of digital assets such as academic papers, historic photographs, newspapers, oral histories, and more.

In some cases, multiple smaller sites utilize a shared drawer, as exemplified by the BC Regional Digitized History (BCRDH) initiative. Within the BCRDH, a network of 50 contributing sites, including museums, archives, and historical societies, store their digitized assets. By facilitating this collaborative approach, Arca ensures that both large and small organizations can effectively preserve and make their digital content readily available to the wider community.



2022 Achievements

Developed Arca's Customized Platform

Arca continues to enhance its infrastructure to support member library needs. Considerable groundwork was completed in 2022 to prepare for Arca's imminent migration to Islandora 2, including developing a comprehensive scope and plan for the migration with discoverygarden, collaborating with Arca Admins to analyze metadata elements and map them to fields in the new Islandora 2 platform, and submitting a capital funding request to the Ministry of Post-Secondary Education and Future Skills.

Additional structural improvements to Arca in 2022 include:

- Building Oral History Metadata Synchronizer (OHMS) Viewer capability into Arca; OHMS is an open-source tool that allows for more granular description of segments of media (e.g., segment-level subject headings, synopses, hyperlinks to relevant external media, etc.).
- Creating a backgrounder on harmful language in digital collections and some initial components of a toolkit on inclusive language to share with Arca Admins to encourage responsible metadata/resource description.

Expanded Membership and Membership Support

Two new members confirmed participation this year: Nicola Valley Institute of Technology and North Vancouver District Public Library. Arca also created a shared member site in 2022, called "Loupe", to accommodate smaller partner libraries with fewer resources and limited content in response to identified barriers to participation.

College of New Caledonia confirmed participation in the Loupe shared Arca site, while other BC ELN partners have expressed interest in future participation.

The Arca Advisory Committee began a review of its Terms of Reference. The committee held a facilitated session to discuss aligning its terms with growth of the service and evolving member needs.

Supported Knowledge Exchange

Arca team members are active in digital repository communities of practice, and readily share their expertise. Highlights from 2022 include:

- Participating in the National Heritage Digitization (NHDS) Advisory Committee discussion on the NHDS strategic planning process.
- Consulting on the National Japanese Canadian Digitization Strategy under development by the Nikkei National Museum.
- Reviewing and assessing 25 BC History Digitization Program (BCHDP) grant applications as a member of the 2022/23 BCHDP Grant Adjudication committee.

Facts and Figures

- 27 organizations participate in Arca. Some organizations include collections from a range of museums, archives, and galleries.
- 74% saved by participating organizations joining Arca compared to setting up an individual institutional repository.
- 213,212 digital items — from academic reports to historical photos — are stored in Arca. The vast majority are openly searchable.
- 207 visitors from different countries around the globe. Arca gets hundreds of thousands of page views each year.

Did you Know: The name of the new Arca shared site “Loupe” is a reference to the meaning of Arca (“treasure box”) and the magnifying glass jewelers use to closely examine the facets of a jewel.

Financials

By sharing a platform, storage, infrastructure, and centralized coordination, Arca members collectively avoid \$2.2 million in costs.

Revenue	2021/22 Actual	2022/23 Projected
Member Service Support (includes additional storage and support fees)	\$144,620	\$151,935
BC ELN Contribution	\$10,000	\$10,000
Miscellaneous (Unrestricted and targeted carryforward, etc.)	\$21,714	\$24,662
Total	\$176,334	\$186,597

Expenditures	2021/22 Actual	2022/23 Projected
Staffing and Coordination Infrastructure	\$99,422	\$122,389
Islandora Foundation Membership	\$4,000	\$4,000
Migration Assessment Report	\$20,493	n/a
External Funding Exploration for Migration	n/a	\$307
Administration/Communication/Governance	\$1,661	\$2,940
Vendor Support and Technology Infrastructure	\$26,096	\$28,441
Total	\$151,672	\$158,077

Arca Revenue over Expenditure (Carryforward):

- 2021/22 Actual Carryforward: \$24,662*
- 2022/23 Projected Carryforward: \$28,520*

*Note: Carryforward amounts are earmarked for migration to Islandora version 2.

A Look Ahead to 2023

On Arca's radar for 2023:

- Complete the Advisory Committee Terms of Reference review.
- Secure funding for the Arca migration to Islandora 2 and complete project plan.
- Work with local coordinators to review metadata and ensure it is ready for migration.
- Hire support staff to assist with migration work.

Arca Digital Repository is a service of the BC Electronic Library Network. Interested in hosting your collections in Arca? Have any questions or want to learn more? Contact the Arca Administrative Centre: arcaoffice@bceln.ca.