

# Pre-flight Plan

## Why chart a new course?

- Physician Assistant program began at Duke
- Dr. Reginald Carter's (Physician Assistant History Office) had vision of preserving the history of the PA program
- Duke PA archives preserved and organized
- Collection of other historical materials developed by Dr. Carter
- Make the materials available to a wider audience

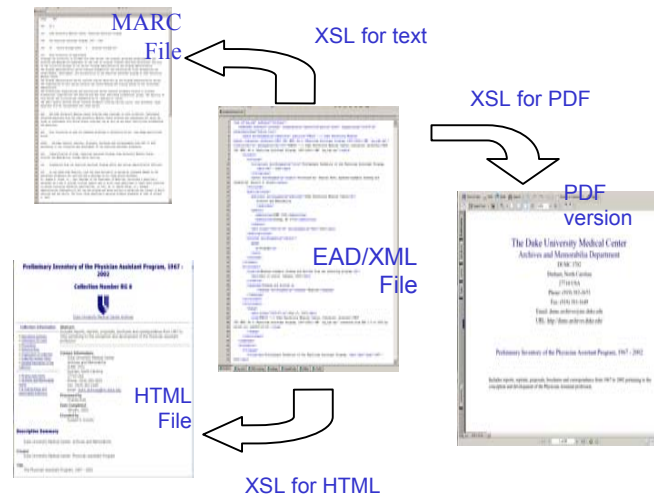
## Basic Flight Plan

- Plan, plan, plan
- Use available EAD resources
- Set realistic expectations, goals
- Tap into local experts
- Consider copyright permissions
- Create collection development policy
- Plan realistic short-term, long-term digital storage
- Benchmark other projects

## Standard flight instructions

- Dublin Core
- NCECHO guidelines for establishing metadata
- NCEAD guidelines

# Choose Your Route



# Choose Your Flight Path



# Final Destination

## Final Destination

- PA History Center <http://www.pahx.org/>
- Manual: <http://archives.mc.duke.edu/pahx/>
- Use of Web site – 65,000 hits, 4,000 visits per month
- Creation and support for Society for the Preservation of PA History
- Presentations at national PA meetings
- Full-time PA Archivist
- Numerous questions from students and faculty
- National feedback on content and design
- “Awesome, great work the best, what a treat for the profession and others...”

## Deliverables

- Templates, policy and procedure manual
- Digital assessment management systems (DAMS) MARC and EAD (XML) metadata (finding aid tags)
- Specific vocabulary and thesaurus
- Digitization and preservation of 743 items and 3,300 pages of text
- Prototype online, searchable PA History archival database
- PA history illustrated virtual Web site
- Evaluation plan and best practice standards
- Network of knowledgeable institutional and organizational colleagues who can contribute to the expansion and support of the digitized collection

## Flight Crew

- Principal investigator – Pat Thibodeau
- Historian/subject expert - Dr. Reginald Carter
- Cataloger/grant coordinator – Charlie Lackey
- System person - Sally Wardell
- Reference person – Marlyse McDonald
- Archivist – Russell Koonts
- Project manager – Tom Clark

## Flight equipment

- Upgraded scanning/digital workstations
- Server space to store digitized documents
- Image management software - ACDC

## Airlines



Duke University Medical Center Library  
<http://www.mclibrary.duke.edu>



Physician Assistant History Center  
<http://pahx.org>



NCECHO  
<http://ncecho.org>

## Benchmarking with Other Sites

- Digital Scriptorium (Duke University) model
- NC ECHO Web site
- Other NC ECHO project websites
- Thesaurus best practice

## Evaluation of Project Impact

- Monitor (i.e., log number of hits) use of archival data base and web site by individual clients
- Place user registry online to collect demographic information on users linked to on-line survey designed to determine major reason person is visiting site and value of site to their own education or research; collate and report information back to clients
- Determine number of links made to site from other web sites (and nature of web site)
- Survey faculty and students of 131 educational programs to assess educational value of site to their curricula and professional development - not implemented due to delay in hiring project manager
- Promote and survey health career guidance counselors to determine usefulness of site for them and students they are counseling about PA profession
- Maintain statistics on number of request made for permission to use digital images for education and research purposes
- Collect copy of papers and articles that reference site as source of information

# A New Flight Path: Creating a Digital History and Archives



## Ticket to Success

*Supported with federal LSTA funds made possible through a grant from the Institute of Museum and Library Services, administered by the State Library of North Carolina, a division of the Department of Cultural Resources.*