

# **Visual Resource Center Closure Task Force Report**

**Virginia Commonwealth University  
May 31, 2010**

Respectfully Submitted  
Task Force Members:

Yuki Hibben, Chair, Collection Librarian for the Arts, VCU Libraries  
Ruth Bolduan, Associate Professor, Department of Painting and Printmaking  
Mary Anne Dyer, Catalog Librarian for Digital Asset Management, VCU Libraries  
Vaughn Garland, Director of Collections, Visual Resource Center  
Reni Gower, Professor, Department of Painting and Printmaking  
Kristina Keogh, Reference Librarian for the Arts, VCU Libraries

# Table of Contents

**VRC Closure Task Force Charge.....3**

## **Recommendations**

**I. Executive Summary.....4**

**II. Summary of Recommendations.....5**

**III. Justification.....7**

**IV. Implementation.....9**

**V. Copyright and Ownership.....13**

**VI. Alternative Sources for Imaging Services.....14**

**VII. Conclusion.....15**

## **Appendices**

**Appendix A: Departments and Faculty Requesting Slides.....16**

**Appendix B: Inventory of Equipment and Furniture.....17**

**Appendix C: Consultant’s Report by Susan Jane Williams (under separate cover)**

**Visual Resource Center Closure Task Force**

**Purpose and Background** The Visual Resource Center (VRC) in the VCU School of the Arts, sometimes known as the “slide library,” will close on June 30, 2010. The Task Force will develop a plan for the orderly shutdown of the VRC.

**Charge** The VRC Closure Task Force will:

- ◆ Identify materials that should be permanently retained at VCU or elsewhere. Identify materials that should be discarded because they are damaged, have no intrinsic value, or otherwise should not be preserved.
- ◆ Recommend permanent homes for materials in the collection that should be retained. Identify interests and needs among VCUArts departments, VCU-Qatar, and VCU enterprise-wide to help determine the best permanent home for the materials. Among the permanent homes that should be considered are:

- departments within the VCU School of the Arts
- VCU-Qatar campus
- the VCU Libraries
- local or regional cultural heritage institutions

The TF should resist assigning ownership to individual faculty members, except where evidence demonstrates ownership.

- ◆ Identify alternative sources for imaging services historically provided by the VRC to faculty.
- ◆ Identify options for the disposition of digitized images that have not yet been loaded into LUNA.
- ◆ Develop recommendations and guidance on how the permanent custodians of former VRC materials should manage items that might have challenges or problems regarding ownership, intellectual property, or copyright. The TF should not undertake to identify these materials.

The work of the Task Force should conclude by May 31, 2010. Certain work required to close the VRC will proceed in parallel with the work of the Task Force. Task Force members may be asked to provide guidance or assist in decisions needed to carry out certain tasks.

**Members** Yuki Hibben (chair), Mary Anne Dyer, Kristina Keogh, Vaughan Garland, Tammi Moe; from VCUArts: Reni Gower, Ruth Bolduan; and Frank Johns, practicum student from Indiana State University.

**Date charged** March 29, 2010

## **I. Executive Summary**

The Visual Resource Center (VRC) houses a collection of approximately 600,000 35 mm slides that was developed to support research and instruction in the VCU School of the Arts. Although the slide collection is still being used (the VRC reported serving an average of 55 patrons each semester in 2009/2010), the analog slide has been replaced by digital images as the standard for teaching and research. The School of the Arts will close the VRC on July 1, 2010.

The VRC collection comprises one of the largest collections of its kind and was assembled over the span of four decades at one of the nation's best art schools. It contains intellectual content of scholarly and enduring historical value that should be retained, preserved, and made accessible in a current format. While the majority of slides in the VRC collection are photographed from books, there are also a significant number of rare and unique images interspersed throughout the collection. Images of particular value include those taken as original photography, images of scholarly value that are unavailable in digital format, and images that document local or institutional history. These images are difficult to identify because 1) they are integrated within the general collection and 2) the collection is not cataloged by individual slide and the only information available for most slides is contained on its slide label. Identifying valuable images within this uncataloged collection will involve careful evaluation, often on a slide-by-slide basis. In most cases, copyright and ownership of images will also need to be investigated on a slide-by-slide basis. The process will require oversight by individuals with subject expertise working in collaboration with teaching faculty. The Task Force estimates that a systematic evaluation of the collection will require at least two years.

Although use of the collection has diminished substantially within the past five years, this is primarily an effect of the outdated format and is not an adequate measure of the value or usefulness of the intellectual content contained within the collection. Many faculty members have voiced strong convictions regarding the importance of the collection. Many departments have stepped forward to offer permanent homes for sections of the collection for fear that slides will be lost or discarded. At the same time, most of these departments have expressed uncertainty about how to properly care for and manage the collection and have stated a preference for the intact collection to be transferred to the library.

As in many universities where such collections are being transferred to the university library system, the Task Force recommends the same approach as the first option for VCU. VCU Libraries can manage, preserve, and provide access to the intellectual content comprising the VRC collection according to the best national practices. This recommendation concurs with the 2008 VRC Relocation Task Force and the 2004 consultant's report by Susan Jane Williams (Appendix C). The VCUarts Library Advisory Committee also endorses the transfer of the intact VRC collection to VCU Libraries.

As a second option, the collection could be dispersed to departments within the School of the Arts. Images of local or institutional value along with subjects that pertain to Special Collections and Archives (e.g. book art, comics) should be transferred to VCU Libraries. While this option may provide convenient access for the departments housing sections of the collection, access may be prohibitive for other departments. In addition, dismantling and dispersing slide collections is not standard practice and the VRC Closure Task Force has not found a similar incidence of this approach at other academic institutions. Preservation, digitization, and provisions for access to the larger university community may not be sufficiently addressed with this option.

Donating the sections of the collection to other institutions presents a high risk for violating copyright law and is not recommended. The majority of the images in the collections were photographed from books and should be restricted to the VCU community for fair use only. VCU does not own the rights to distribute most of images in this collection.

## **II. Summary of Recommendations**

### **A. Analog Slide Collection**

#### **Option 1**

---

The best option for stewardship and continued access to the valuable intellectual content represented in the slide collection is for the School of the Arts to transfer the intact collection to VCU Libraries. Within VCU Libraries, the collection can be examined and managed according to best national practices and in keeping with methods for balancing physical materials with the growing digital assets of the university. VCU Libraries will examine the analog collection to identify unique and valuable images. Slides that are valuable to local or institutional history may be transferred to Special Collections and Archives. Slides that may be valuable for teaching and research will be considered for digitization. The evaluation process will include determinations regarding copyright and ownership. Concurrently, VCU Libraries will investigate the best options for delivering digitized content to the larger university community, including the VCUQatar campus. During the period of evaluation, VCU Libraries will continue to provide access to the analog collection for faculty still using slides for instruction or research. Upon review, slides that will not be retained will become available for dispersal to departments within the School of the Arts. The School of the Arts or its departments will be responsible for moving the analog slides and will incur all expenses related to the move.

#### **Advantages/Pros**

- Expanded access to unique or valuable scholarly content to the entire university community through digitization, cataloging, and online delivery.
- Possibility of sharing local and licensed images with the Qatar campus.
- Application of best practices for managing and developing physical and digital visual resources.
- Continued access and circulation of the analog collection to faculty during the evaluation period.
- Preservation of unique and valuable intellectual and historical content.
- Concurs with VCUarts Library Advisory Committee and the consultant's report by Susan Jane Williams.

#### **Challenges/Cons**

- Cost to VCU Libraries in human resources, space, and technology,
- Additional cost for VCU Libraries to acquire a mechanism for delivering local images online. Access to images will need to be restricted to university users by proxy/password and be specified for fair use purposes only.

## **Option 2**

---

An alternative option involves the immediate dispersal of sections of the slide collection to departments within the School of the Arts. Appendix A includes a list of departments that are interested in providing a permanent home for the slides, along with corresponding areas of interest. The list also shows areas of competing interests among two or more departments or faculty members. The School of the Arts is best positioned to determine how the slides will be distributed.

### **Advantages/Pros**

- Immediate and convenient access to the department housing the slides.
- Increased use of the slides within these departments.
- Retention of the collection by the School of the Arts.

### **Challenges/Cons**

- Risk of losing valuable or unique intellectual content.
- Inconvenience and limited or lack of access to faculty and students in departments not housing the slides.
- Competing interests between departments and faculty requesting the same slides.
- No provisions for digitizing, cataloging, or sharing images.
- No provisions for preservation.
- Conflicts with VCUarts Library Advisory Committee and the consultant's report by Susan Jane Williams.
- Dispersing slide collections is not standard practice. Other academic institutions that have closed their visual resources centers have transferred the analog slides to the library or placed them in cold storage.

## **B. Digital Images**

The VRC holdings include 900 digital images that have been uploaded to Luna and approximately 5,000 digital images that are stored on an external drive. The task force recommends that the School of the Arts retain possession of the digital images. There is great potential for sharing images in the near future, but at present, VCUQatar Image Resources Library is best positioned to review these images and has a mechanism for delivery currently in place through Luna.

## **C. Equipment and Furniture**

### **Option 1 (Transfer of collection to VCU Libraries)**

---

The School of the Arts will transfer the cabinets containing the slides and the light tables that support the cabinets to VCU Libraries. This will support continued access and use of the analog collection. As sections of the collection are evaluated and digitized, slides that will not be retained may be offered to departments in the School of the Arts, along with cabinets and light tables. All other furniture and equipment owned by the School of the Arts will be retained by the School of the Arts. The School of the Arts will be responsible for moving

these items from James Branch Cabell Library to the School of the Arts and will incur all costs related to the move. See Appendix B for an inventory of equipment and furniture in the VRC.

**Option 2** (Distribution of collection to departments within the School of the Arts)

---

The School of the Arts will retain all equipment and furniture. The School of the Arts will be responsible for moving all items from James Branch Cabell Library to the departments within the School of the Arts and will incur all costs related to the move.

### III. Justification

**Option 1**

---

**A. Faculty Response**

The Task Force contacted all department chairs and library liaisons in the School of the Arts by e-mail on April 7, 2010. The message explained that the Task Force is charged with developing a plan for the orderly shutdown of the VRC, which includes recommending permanent homes for the analog collection. Departments interested in housing parts of the slide collection were asked to contact the chair of the Task Force. Faculty from seven departments in addition to the Anderson Gallery responded to express interest in the collection. The respondents were provided with a directory of the collection and asked to visit the VRC to specify areas of the collection that they would like to house. Appendix A lists the respondents and their areas of interest.

Many faculty members expressed strong convictions regarding the value of the collection. When totaled, the sections identified as areas of interest encompass the vast majority of the collection. Several faculty were very concerned about other departments or faculty requesting the same sections of slides. Faculty expressed fear that they would no longer be able to access the slides needed for teaching if they were claimed by another department or faculty member. Subject areas requested by two or more departments include Pre-Columbian, Pre-20<sup>th</sup> Century Painting, 20<sup>th</sup> Century Painting, Pre- 20<sup>th</sup> Century Drawing and Graphics, and 20<sup>th</sup> Century Drawing and Graphics. Most departments expressed a willingness to house the slides for fear that they would be lost or destroyed. At the same time, the departments indicated their uncertainty about how to manage and care for the collection. Most of the respondents expressed their hope that the intact collection be transferred to VCU Libraries.

**B. Scholarly and Research Value**

The VRC slide collection represents decades of scholarly activity as well as a record of this institution's history (including subjects that have been taught). As visual culture and visual literacy become increasingly integral to curricula across the university, the preservation and continuing accessibility of this important resource remains critical.

Making the valuable and unique images in the analog collection available through digital means will increase the ease of access of this collection. In general, the practical value of an image library as a tool for instruction and research depends not only on its comprehensiveness and scholarly integrity, but also upon the accessibility of its contents through a reliable and efficient interface.

By acknowledging the enduring scholarly value of this collection and working to preserve it, the ongoing management of these images can continue to fill the gap between the collections kept by individual faculty members and library managed subscriptions such as ARTstor.

### **C. Standard Practices**

While many educational institutions are re-evaluating and transitioning their imaging services in response to the emergence of digital media, the Visual Resources Association (VRA) asserts that eliminating visual resources services “carries high risk during this transitional era and does not serve the institution’s broader educational mission.” The VRA advocates a holistic response to changing demands and challenges; one that involves collaborative arrangements and the sharing of resources, awareness of current developments, and experimentation with educational implementation.

The VRA reports that three visual resources centers closed in 2009 because of budget reductions: Cornell University’s Knight Visual Resources Facility, the University of California, Irvine’s Visual Resources Collection, and the Art Institute of Chicago’s MacLean Visual Resources Center. When Cornell University’s Knight Visual Resources closed, the analog slide collection was transferred to the library. The slide collection is in storage but remains accessible to faculty. Cornell continues to deliver its local image collection through Luna Insight. They also subscribe to ARTstor and have contributed to its digital library. The University of California Irvine’s Visual Resource Collection closed in September 2009. Their analog slide collection remains accessible to faculty and students in the same facility although other services have been discontinued. UC Irvine’s local image collections continue to be available through Luna Insight, ARTstor institutional collections, and through UC Irvine’s Digital Image Archive. The Art Institute of Chicago’s MacLean Visual Resources Center retired its 470,000 analog slide collection in 2009 and transferred it to storage. Access is still provided for faculty as the collection continues to be digitized and delivered through MDID. The Art Institute of Chicago also subscribes and contributes to ARTstor’s digital library.

While there is increasing demand and interest in digital images, there is still a need to practice good stewardship of the VRC slide collection through its continued life cycle. Best practices by the visual resources profession call for a careful and systematic evaluation of a slide collection to determine which images need to be scanned, preserved or discarded as it transitions to a digital collection.

Unlike many visual resource centers of its peers, the VRC slide collection remains uncataloged, making any systematic evaluation of the collection extremely difficult and requiring a much more hands on approach for evaluation.

While other visual resources centers may be able to rely on their databases to identify unique materials to digitize or transfer to special collections or to easily locate commercial purchased images, this is not the case at VCU. All the information about the images, including title, artist, materials and source, remains on the slides themselves, and not in a separate database. As noted by the consultant, Susan Jane Williams in her 2004 report, "The lack of any electronic data (even label data) in the VCU collection is a conspicuous and fairly unusual circumstance. While most collections do not have all their items in databases, most have been engaged in this effort for some time" (p.5).

For more information, refer to *Advocating for Visual Resources Management in Educational and Cultural Institutions* by the Visual Resources Association.  
[http://www.vraweb.org/resources/general/vra\\_white\\_paper.pdf](http://www.vraweb.org/resources/general/vra_white_paper.pdf)

## **Option 2**

---

This option would provide immediate convenient access for the departments housing the slides. However, this could make access difficult or unavailable for departments or faculty not housing the materials. Although this option reflects feedback from some faculty, others are opposed to this option fearing a lack of access to materials.

## **IV. Implementation**

### **Option 1**

---

#### **A. Establishment of a Visual Resources Workgroup**

The task force recommends the establishment of a Visual Resources Workgroup to provide ongoing oversight, management, and development of the analog collection. The Workgroup should include librarians and staff with subject expertise in the arts, as well as knowledge regarding the management and development of visual resources. Faculty from the School of the Arts should be invited to advise the Workgroup.

#### **B. Access and Circulation**

The strong response from the School of the Arts departments showing continued interest and need for the VCR slide collection suggests that the library should continue to provide access to the collection while further assessment takes place. Access could be provided on a part time/appointment basis, allowing faculty to continue to access the collection in order to scan slides or to check them out. The analog slide collection could be housed in its present space during the review process, or it can moved to another location within MRS. Slides could be checked out using the Aleph catalog system, with MRS staff creating circ-created records and barcoding each box of slides to be checked out. The number of slides checked out would be designated in the Aleph record.

Circulating the slides through the Aleph catalog would ensure the continued preservation of the collection, as well as provide users with features such as email notifications and online renewals. Refiling returned slides would be done periodically by MRS staff. Equipment for scanning slides is available in MRS. Although MRS staff will not be able to replicate the services of the VRC by scanning slides for faculty, they can offer training and assistance on the use of the equipment for self-service scanning.

### **C. Systematic Evaluation of the Collection**

Standard practices for evaluating analog slide collections for retention, digitization, and weeding are well-established in the visual resources profession. The Visual Resources Association <http://vraweb.org/about/index.html> will be the prime source of information for the best national practices. The Visual Resources Workgroup should implement these practices to conduct a careful evaluation of the collection, including copyright and ownership issues. The Workgroup should work with School of the Arts faculty to identify areas critical to teaching and instruction, or are significant to the history of the School of the Arts. The Workgroup should collaborate with staff in Special Collections and Archives to identify images important to institutional and local history.

Images that are in poor condition, are duplicated in ARTstor or another online resource, can be purchased from a commercial vendor, are sets associated with art history survey texts, or lack scholarly or historical value should be considered for de-selection. Images that pertain to institutional or local history, consist of original photography, are not duplicated elsewhere in digital format, are included in collections or sets with special merit, or have special relevance for the programs or collections at VCU should be considered for retention.

At VCU, the evaluation process should be prioritized as follows:

- Images that pertain to institutional or local history and have enduring historical value for VCU (e.g. VCU images, MFA thesis work, original images contributed by faculty or visiting lecturers, Anderson Gallery images, Richmond architecture).
- Sections of the collection for which two or more departments or faculty have expressed interest in retaining for instruction or research (e.g. 20<sup>th</sup> Century Painting, 20<sup>th</sup> Century Drawing and Graphics, Pre-Columbian Art).
- Rare or unique images that have special relevance to teaching and instruction at VCU, particularly those that support graduate or doctoral programs.
- Images that have special relevance to collections at VCU Libraries (e.g. book art, comics, Richmond history).
- Artists or subjects of special interest to VCU that may not be well represented in ARTstor (e.g. contemporary art, Picasso). Searches should be conducted for a particular artist or subject. Title searches are time-consuming and should be avoided. If the artist or subject is widely represented in ARTstor, it is generally safe to eliminate those slides.

The Task Force estimates that the evaluation process will require at least two years. During this time, slides that have been processed and will not be retained

by VCU Libraries may be transferred to departments in the School of the Arts. Slides that are de-selected and unclaimed by the departments should be handled by an archival disposal firm.

#### **D. Options for Digitization and Cataloging**

There are a number of options available for the digitization and cataloging of images. Staffing for these activities could be supported through library internships or practicum appointments for graduate students. This could be a helpful option especially for art history graduate students or local M.L.S. students interested in visual resources. Depending on the availability of funding, a temporary or hourly cataloger could be hired to provide both scanning and cataloging services. Digitization could be outsourced for a relatively low cost to vendors who concentrate on providing slide scanning services to visual resource centers. The digitization unit of the Library Information Systems Department, which has experience with a number of large scale slide digitization projects, could also possibly provide support.

Cataloging and hosting of the images could be done on ARTstor's Shared Shelf interface or through Luna Insight. The web interface will provide both simple and complex metadata entry templates to accommodate expert and non-expert catalogers, and includes image hosting and collection management.

#### **E. Options for the Delivery of Digital Images**

There are several products designed for the delivery of local digital collections that may be useful for VCU Libraries. The Visual Resources Workgroup will carefully examine the options and identify the most suitable product.

##### **1. ARTstor Shared Shelf**

<http://www.artstor.org/what-is-artstor/w-pdf/Shared-Shelf-features.pdf>

<http://www.artstor.org/what-is-artstor/w-html/services-hosting.shtml>

Shared Shelf is a web-based image management platform currently under development that will enable institutions to build, manage, access, and share visual content across their own campuses, with other campuses. Its launch as a subscription-based service is anticipated for January 2011. A fee structure will be announced in mid-2010. ARTstor asserts that pricing will reflect the non-profit status of the organization and its goal to enhance educational programs by bringing campus image resources together.

ARTstor is working closely with eight institutional partners to develop this new service: Colby College, Cornell University, Harvard University, Middlebury College, New York University, Society of Architectural Historians, University of Illinois Urbana-Champaign, University of Miami, and Yale University.

Shared Shelf will accommodate sharing between the VCUQatar and Richmond campuses. It will also provide seamless integration of local image collections with the ARTstor Digital Library.

## 2. CONTENTdm

<http://collections.contentdm.oclc.org/index.php>

VCU Libraries Digital Collections are delivered through CONTENTdm <http://dig.library.vcu.edu/>. Although VCU's digital image collections are openly available on the Web, a number of libraries are using this interface to provide restricted access to their image collections. The cost and technological implications of expanding the Libraries' use of this product will need to be explored. CONTENTdm can be used for a range of media types and supports Dublin Core and VRA Core. A plug-in tool is also available for exporting images into PowerPoint.

Several institutions are currently using Content DM as an interface for their art and art history image collections. Some examples include:

University of Washington of Washington

<http://www.imagebank.washington.edu/>

Reed College

[http://web.reed.edu/digital\\_asset\\_mgmt/digital\\_collections.html](http://web.reed.edu/digital_asset_mgmt/digital_collections.html)

University of Nevada-Reno

<http://contentdm.library.unr.edu/cdm4/browse.php?CISOROOT=%2Fartarch>

## 3. LUNA + Insight

<http://www.lunaimaging.com/index.html>

LUNA + Insight was purchased by the School of the Arts in 2007 for building, managing, and sharing its digital collections. LUNA + Insight server key can be transferred to VCU Libraries with a hosting and support fee of \$6,000. This would include migration of the digital content previously uploaded by the VRC, along with the creation of a common Web portal for sharing images across the Richmond and Qatar campuses. Upon implementation, the Richmond campus would have immediate access to Qatar's unlicensed collections, including VCUQatar Special Collections, the VCUQatar exhibition collection, student works, faculty works, and the Inter-American Institute Collection of Cultural Transmission Related to Islam. An ongoing annual fee of \$6,000 will be required as part of this agreement. Hosting on Luna's server will accommodate collection growth in the future.

Licensed content will need to be purchased at an additional cost. Licensed images available through Scholar's Resource can be obtained at a discounted price if the content is already licensed by the Qatar campus.

## Option 2

---

Portions of the slide collection will be distributed to interested departments within the School of the Arts while slides of local or institutional value will be transferred to VCU Libraries. Assigning ownership to individual faculty members should be avoided to limit restrictions to access. To preserve provenance, an effort should be made to keep sections of the collection together under their broad subject areas (e.g. 20<sup>th</sup> Century Painting, Photography). Individual slides or small

groupings of slides (works by a single artist or images of a particular building) should not be separated from the collection during distribution. The School of the Arts will determine ownership of images requested by two or more departments. Once the slides have been transferred, the departments are under no obligation to preserve or loan the slides they house. Slides not identified by the departments or Cabell Library will be handled by an archival disposal firm at the expense of the School of the Arts.

The School of the Arts will retain all equipment and furniture. Departments may request furniture and equipment to support housing parts of the collection. The School of the Arts will incur all costs related to the move of the collection, equipment, and furniture from James Branch Cabell Library.

## **V. Copyright and Ownership**

Best practices call for a careful review of fair use, copyright, and intellectual property rights issues before digitizing a slide collection. Slides should be examined to determine whether they represent commercially made slides, original works or copy stand photography. Slides or slide sets purchased from commercial vendors cannot be scanned, and should be retained for future use or until they can be replaced with digital purchases or access.

The majority of slides in the VRC likely represent copy stands photography and were created under fair use guidelines to be used for instructional purposes. This prohibits the university from offering them to other institutions. Slides of images not available elsewhere digitally might be candidates for a restricted online interface so they can continue to be used for teaching and research by VCU faculty and students.

There are a number of resources available, including calculators and sliders that can be helpful in determining copyright issues related to visual resources:

Copyright, Intellectual Property Rights, Fair Use -  
<http://www.vraweb.org/resources/ipr/copyright.html>

Copy Photography Computator -  
<http://www.vraweb.org/resources/ipr/computator/index.html>

Copy Photography Principles and Definitions -  
<http://www.vraweb.org/resources/ipr/computator/computator.html#principlesanddefinitions>

Digital Copyright Slider - <http://librarycopyright.net/digitalslider/>

Section 108 Spinner - <http://librarycopyright.net/108spinner/>

Reproduction of Copyrighted Works by Educators and Librarians -  
<http://www.copyright.gov/circs/circ21.pdf>

## VI. Alternative Sources for Imaging Services

### A. Resources for scanning and equipment services:

- Cabell Library Media and Reserves Services on the Monroe Campus and Tompkins-McCaw Library Multimedia Collaboration Room on the MCV Campus:  
Cabell Library's Media and Reserve Services (MRS) and Tompkins-McCaw Library's Instructional Media Workshop provide self-use media work stations for converting slides, transparencies, and documents to electronic format. Training and assistance is available upon request. For more information see:  
<http://www.library.vcu.edu/jbc/mrs/>  
<http://www.library.vcu.edu/tml/information/workshop.html>
- Media Support Services:  
Slide Projectors will continue to be available for temporary checkout on a first-come, first-served basis from the MSS offices in Cabell Library Room B-40 and Sanger Hall Room B1-018.

### B. Subscription services currently available through VCU Libraries

- Aluka (Scholarly resource about Africa, includes Art & Art History and cultural heritage images)
- Anatomy.tv (3D models of human anatomy)
- AP Images (Photographs from the Associated Press)
- ARTstor (More than 1 million arts and multidisciplinary/interdisciplinary images)
- Birds of North America Online (Includes images and videos of plumage, behaviors, habitat, nest, and eggs of North American Birds)
- Oxford Art Online (Art image collections)
- SpringerImages (Images in science, technology, and medicine)

### C. Other resources available online

Sampling of Free Image Sites (See *Finding Images Resource Guide* [<http://www.library.vcu.edu/guides/findingimages.html>] and the linked Finding Images Blackboard course for more examples):

#### Art & Art History

AICT: Art Images for College Teaching

(<http://arthist.cla.umn.edu/aict/html/index.html>)

Artcyclopedia (<http://www.artcyclopedia.com/index.html>)

Art History Resources on the Web

(<http://witcombe.sbc.edu/ARTHLinks.html>)

Timeline of Art History (<http://www.metmuseum.org/toah/splash.htm>)

Web Gallery of Art (<http://www.wga.hu/index1.html>)

#### Other Image Resources

CSU WorldImages (<http://worldimages.sjsu.edu/>)

Luna Commons Public Collections

(<http://www.lunacommons.org/luna/servlet/publicCollections>)

The New York Public Library Digital Gallery  
(<http://digitalgallery.nypl.org/nypldigital/index.cfm>)  
Wikimedia Commons ([http://commons.wikimedia.org/wiki/Main\\_Page](http://commons.wikimedia.org/wiki/Main_Page))

#### D. Images for purchase through commercial vendors

Standard practice for universities converting slide collections to digital format is to purchase or repurchase the images from a commercial vendor first before opting to digitize a slide. Purchasing an image generally represents an extensive savings over the in-house digitization of slides. Possible vendors include Art Resource, Archivision, Bridgeman Art Library, Corbis, Davis Art Images, Pictures of Record, Scholar's Resource/Saskia, and Universal Art Images.

### VII. Conclusion

There is no question that the Visual Resource Center's collection contains intellectual content that continues to hold value for scholarship and research at VCU. Although the availability of images in the digital environment is rapidly increasing, such as ARTstor's expansion from 200,000 to over 1,000,000 images in six years, there are still subject areas and artists that lack adequate representation and present challenges for research and instruction. This is particularly the case in modern and contemporary art because of copyright issues, and many faculty in the School of the Arts have relied on the VRC slide collection to bridge this gap. The VRC collection also includes unique images and original photography contributed by faculty, visiting artists and lecturers, and students over the course of forty years.

The VRC collection merits responsible stewardship and continued access, preferably through digitization and online delivery of unique, rare, and valuable images. Although much of the collection can be discarded because of poor quality and duplication, slides that should be retained are buried within the collection because they are not cataloged. A systematic evaluation should be conducted to identify important content and determine copyright before the slides are distributed or discarded. Although this is the most conscionable approach to the materials, it is not without cost in human resources, space, and technology.

VCU Libraries is best positioned to manage, preserve, and provide access to the intellectual content contained within the VRC collection. Susan Jane Williams' 2004 report states, "Moving the VCU VRC into the library system is the right choice for the digital future" (p.3). While conducting a systematic evaluation of the collection, James Branch Cabell Library can provide a centralized point of access to the analog slide collection alongside media, electronic, and print resources that researchers are using. Once the evaluation is completed, slides that will not be retained for archival purposes can be released to the departments in the School of the Arts.

## Appendix A: Departments and Faculty Requesting Slides

Department	Contact Person/s	Section Requested
Anderson Gallery	Ashley Kistler	Anderson Gallery Images*
Art History	James Farmer (requesting as an individual faculty member)	Native American* Pictures of Record* Pre-Columbian*
Craft/Material Studies	Susan Iverson	Native American (textiles)* Other Arts--(Textiles, all other sections that pertain to Crafts and Material Studies) Pictures of Record* Pre-Columbian (Peruvian textiles)*
Graphic Design	Jamie Mahoney and John DeMao	Ancient (specifically writing systems) Maps and Charts* Non-Western (specifically writing systems) Other Arts--Art Communication Arts & Design, Bauhaus*, Book Arts*, Manuscripts* Pre-20 <sup>th</sup> Century Painting* 20 <sup>th</sup> Century Painting* 20 <sup>th</sup> Century Drawing/Graphics* Pre-20 <sup>th</sup> Century Architecture* 20 <sup>th</sup> Century Architecture*
Interior Design	Julie Wolfe	Maps and Charts* Other Arts--Interior Design Pre-20 <sup>th</sup> Century Architecture* 20 <sup>th</sup> Century Architecture*
Painting and Printmaking	Reni Gower and Ruth Bolduan	Pre-20 <sup>th</sup> Century Painting* 20 <sup>th</sup> Century Painting* Other Arts--Bauhaus*, Book Art*, Manuscripts* 20 <sup>th</sup> Century Drawing/Graphics*
Photography and Film	Tracie Taylor	Photography Other Arts--Film
Sculpture + Extended Media	Amy Hauff	Pre-20 <sup>th</sup> Century Sculpture 20 <sup>th</sup> Century Sculpture Other 3-dimensional works interspersed within the collection
VCU Libraries	Mary Anne Dyer, Yuki Hibben, and Kristina Keogh	Anderson Gallery Images* Other Arts--Book Art*, Comics Pre-20 <sup>th</sup> Century Architecture:US:Virginia** 20 <sup>th</sup> Century Architecture:US:Virginia** MFA Miscellaneous – VCU, Black History, African American History, Caricatures

\* Section requested by two or more departments or individuals

\*\*Sub-heading within a section requested by another department

## Appendix B: VRC Equipment and Furniture 2010

### THE COLLECTION

58	slide cabinets	19½ x 17½ x 10¾"	Gray cabinets with four drawers
74	slide cabinets	19½ x 17½ x 6"	black and tan cabinets with two drawers
14	slide cabinets	15½ x 12¼ x 13¼"	Slide reference cabinets
3	slide projectors		
41	slide carousels		

### FURNITURE

2	tables	120 x 39½ x 30"	Tables with two light boxes
5	tables	72 x 36 x 29½"	Tables with one light box
1	table	23½ x 24 x 22½"	
2	arm chairs	24 x 24 x 32"	
4	office chairs		
11	chairs	17½ x 19½ x 31"	
4	rolling foot stools		
1	coat rack	16 x 16" at base	
1	copy stand	54 x 24 x 84"	
1	file cabinet	36 x 18½ x 51½"	
1	cabinet	15 x 20 x 24½"	
1	cabinet	23½ x 34 x 35½"	
1	cabinet	60 x 24 x 36"	
1	bookshelf	34½ x 13 x 59"	
1	TV stand	26½ x 18 x 34½"	

### ELECTRONICS

1	photocopier	36 x 23 x 42½"	
1	printer	15 x 16 x 13½"	
1	flat bed scanner	12 x 19 x 4½"	
2	slide scanners w/ feeder	6½ x 19 x 4"	
3	computer towers		
3	monitors		
3	keyboards		
1	laminator	19½ x 9 x 4½"	
1	light box	25½ x 21½ x 4"	
1	television	20 x 18½ x 19½"	
1	video projector	8 x 22 x 11"	
1	vaccuum cleaner		
1	Nikon D300 with Micro Nikkor 16mm Lens and protective cap		
1	Nikon F3 with lens cap (no lens)		
1	Nikon FM2 (no cap, no lens)		
2	lighted slide displays	53 x 18 x 66"	

### Summary of the collection

There is a total of

<u>146</u>	slide cabinets	
10	of which house the undergrad collection	(36 drawers)
97	house the main collection	(302 drawers)
9	house the survey collection	(18 drawers)