How automated workflows helped us ingest 600 faculty publications in three months in LMU’s institutional repository!

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**Presenter 1 Title**  
Head, Digital Library Program

**Presenter 2 Title**  
Digital Library Program Library Assistant

**Session Type**  
45-minute concurrent session

**Abstract**  
Conducting copyright clearance and ingesting appropriate versions of faculty publications can be a labor intensive and time consuming process. At Loyola Marymount University (LMU), a medium-size, private institution, the Digital Library Program (DLP) began exploring and experimenting with automated processes to manage copyright clearance and ingest workflows with regards to faculty publications. The goal of such experimentation was to increase efficiency in our processes to ingest more faculty publications in LMU’s institutional repository. This session will outline our workflows and tools used to manage the workflows, highlight some of the issues and challenges we experienced during this exploratory process, and identify next steps in terms of creating and sharing documentation about our workflows with the larger community. We look forward to receiving feedback and enhancing our workflows further.

**Location**  
KIPJ Theatre

**Keywords**  
Open access, open access publishing, faculty publications, automated workflows, academic libraries, institutional repositories, Google scripts, Web of Science, and scholarly communication

This 45-minute concurrent session is available at Digital USD: https://digital.sandiego.edu/symposium/2017/2017/9
Title: How automated workflows helped us ingest 600 faculty publications in three months in LMU’s institutional repository!

Type of Session: 45 minute Concurrent Session
Area: Scholarly Communication, Institutional repositories

Abstract (250 words)
Conducting copyright clearance and ingesting appropriate versions of faculty publications can be a labor intensive and time consuming process. At Loyola Marymount University (LMU), a medium-size, private institution, the Digital Library Program (DLP) began exploring and experimenting with automated processes to manage copyright clearance and ingest workflows with regards to faculty publications. The goal of such experimentation was to increase efficiency in our processes to ingest more faculty publications in LMU's institutional repository. This session will outline our workflows and tools used to manage the workflows, highlight some of the issues and challenges we experienced during this exploratory process, and identify next steps in terms of creating and sharing documentation about our workflows with the larger community. We look forward to receiving feedback and enhancing our workflows further.

Longer Description (500 words)
Conducting copyright clearance and ingesting appropriate versions of faculty publications can be a labor intensive and time consuming process. At Loyola Marymount University (LMU), a medium-size, private institution, the Digital Library Program (DLP) had been conducting copyright clearance one publication at a time. This meant that it took an enormous amount of time from start to finish to review and process the list of publications on a given faculty member’s CV. In October 2016, the Digital Program Librarian learned about the automated workflow developed by librarians at University of North Texas and decided to give it a try. At this time, the DLP hired a Library Assistant who then began exploring and experimenting with this automated workflow. The goal of such experimentation was to increase efficiency in our processes to ingest more faculty publications in LMU’s institutional repository.

In this session, we will share information about our workflows and tools used to manage our various processes. We use citation and other data from a variety of sources. We download citation records from the Web of Science. We are early adopters of 1Science and have received a couple datasets with links to open access versions of faculty publications. We review citations from faculty CVs and are currently looking into using oaDOI.org’s API to pull more OA content from the open web. We use Google Scripts, Google spreadsheets and VuFind to keep track of the status of copyright and ingest of the publications. We have also begun exploring the use of citation management software to
manage the weekly publication alerts from Google Scholar and Web of Science. We will also highlight some of the issues and challenges we experienced during this exploratory process such as metadata quality control, issues with loading Web of Science citation data in Web of Science, 1Science datasets and working with oaDOI.org’s API, which use R code to search for open content online.

Attendees of this presentation can expect to leave with an understanding of some of these new workflows, issues and challenges with various datasets and resources needed to sustain such a project. We will identify next steps in terms of creating and sharing documentation about our processes with the larger community. We look forward to receiving feedback and enhancing our workflows further.

**Keywords**
Open access, open access publishing, faculty publications, automated workflows, academic libraries, institutional repositories, Google scripts, Web of Science, and scholarly communication

**Specific Technology for presentation**
Laptop with Microsoft PowerPoint and internet connection

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