

Project Completion Report
Digitization of Water Resources Archive Materials
Funded by the Colorado Water Conservation Board
July 29, 2011
Colorado State University Water Resources Archive

The Colorado Water Conservation Board granted the Colorado State University Water Resources Archive \$50,000 to spend on digitization of materials. The project, which began in September 2010, was targeted for completion by June 30, 2011. The bulk of the work was completed by then, but some of the final wrap up has stretched through July.

Goals as stated in the Scope of Work (September 2, 2010):

- Digitize ~32,000 pages/items from collections in the Water Resources Archive.
- Assign metadata to the materials at the item/folder level as appropriate.
- Make the digital objects and metadata available through the CSU Libraries' Digital Repository.
- Link to the digital objects from the collections' finding aids.

Achievements:

- Digitized **30,278** pages, maps, and slides.
 - Made **333** digital objects accessible online for patron viewing through the CSU Libraries' Digital Repository.
 - Made materials from **9** collections from which no items had previously been scanned available online, including the Maurice L. Albertson, Morton W. Bittinger, Whitney M. Borland, Ralph L. Parshall, Ivan D. Wood, Colorado Association of Soil Conservation Districts (CASCD), Groundwater Appropriators of the South Platte (GASP), Xeriscape Colorado, and Wright Water Engineers collections. In all, converted selected materials from **15** different collections from paper to digital.
 - Created the appropriate level of metadata for all materials.
 - Loaded all of the digital objects and metadata into the CSU Libraries' Digital Repository.
 - Completed the linking of most of the digital objects to collections' finding aids; remainder to be finished the first week of August.
 - Archivist Patty Rettig made a presentation about the project to the CWCB Board with staff member Susan Lesovsky, March 15, 2011
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Task 1: Slide digitization in-house

Goal:

- Digitize ~3,000 slides from the Groundwater Data, Maurice L. Albertson, Robert E. Glover, Ival V. Goslin, Gilbert G. Stamm, and Ivan D. Wood collections

Achieved:

- Digitized a total of 2,969 slides:
 - o 500 images from Groundwater Data Collection
 - o 176 images from Albertson Papers

- o 274 images from Glover Papers
- o 506 images from Goslin Collection
- o 617 images from Stamm Papers
- o 896 images from Wood Papers
- Made an additional 333 previously scanned slides of the Big Thompson Flood in the Albertson Papers available through CSU Libraries' Digital Repository
- Focused on western U.S. dams, rivers, and water projects, especially the Platte River watershed. Also covered water-related international trips taken by Goslin and Stamm

Task 2: Paper digitization by outside vendor

Goal:

- Digitize ~25,000 pages from the Morton W. Bittinger, Whitney M. Borland, Colorado Association of Soil Conservation Districts (CASCD), Groundwater Appropriators of the South Platte (GASP), Robert E. Glover, Groundwater Data Collection, James L. Ogilvie, Ralph L. Parshall, Gilbert G. Stamm, Wright Water Engineers, and Xeriscape Colorado collections

Achieved:

- Digitized a total of 21,843 pages:
 - o 27 pages from Bittinger Papers
 - o 3,980 pages from Borland Papers
 - o 2,787 pages from CASCD Records
 - o 2,977 pages from GASP Records
 - o 1,588 pages from Glover Papers
 - o 5,509 pages from Groundwater Data Collection
 - o 1,377 pages from Ogilvie Papers
 - o 276 pages from Parshall Collection
 - o 2,127 pages from Stamm Papers
 - o 156 pages from Wright Water Engineers Records
 - o 1,039 pages from Xeriscape Colorado Records
- Material types included correspondence, speeches, reports, diaries, data charts, maps, and meeting minutes
- Focused on topics related to Colorado's groundwater and rivers, as well as Bureau of Reclamation and western U.S. water topics
- Final number is lower than projected as the estimate was based on costs from an initial vendor that proved unable to provide adequate services. The subsequent vendor had higher costs, but excellent quality.

Task 3: Paper digitization in-house

Goal:

- Digitize ~4,000 pages from the Papers of Delph E. Carpenter and Family

Achieved:

- Digitized a total of 5,339 pages:
 - o 5,254 from Carpenter Papers
 - o 85 pages from Groundwater Data Collection
- Focused on documents and correspondence related to the creation of interstate river compacts, especially for the Arkansas, La Plata, and Rio Grande rivers

- Use of experienced staff and a student for in-house scanning created efficiency and reduced projected costs, enabling more pages to be scanned

Task 4: Map digitization in-house

Goal:

- Digitize ~100 maps from the Groundwater Data Collection and the Papers of Delph E. Carpenter and Family

Achieved:

- Digitized a total of 127 maps:
 - o 101 maps from Groundwater Data Collection
 - o 26 maps from Carpenter Papers
- Focused on water contour and groundwater well location maps of the South Platte, as well as maps of the Arkansas, Colorado, and Rio Grande river basins found in Carpenter's interstate river compacts files

See the materials through the CSU Libraries' Digital Repository:

- <http://digitool.library.colostate.edu/> (home page; click through "CSU Archives and Special Collections" link to get to Water Resources Archive)

See the materials through the Water Resources Archive finding aids:

- <http://lib.colostate.edu/archives/water/collections.html>
- Note that a few finding aids are still being updated

Search for materials from the Water Resources Archive home page:

- <http://lib.colostate.edu/archives/water/>
- Choose "Online documents and images"