

CAREFUL CONSIDERATION

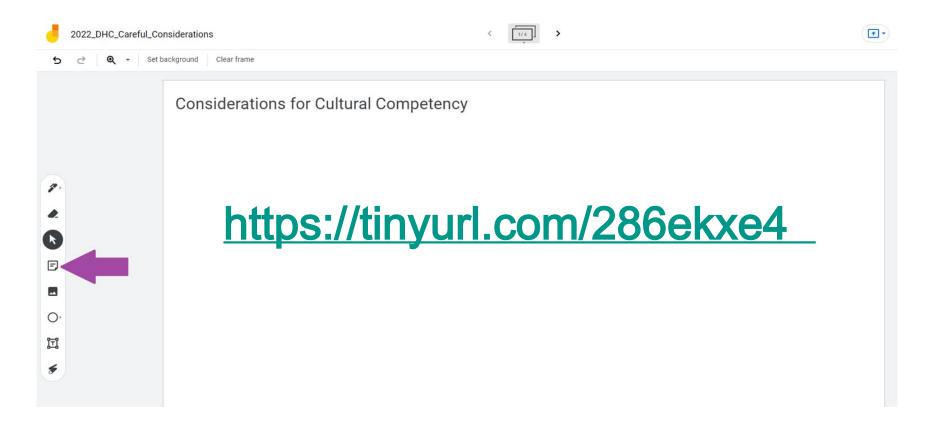
Designing Workflows for Content Selection, Copyright, Privacy Concerns and Cultural Competency

Abby Stambach | Corinne Tabolt | Lisa Villa





We Want to Hear from You!





About Us





About Holy Cross

- Highly selective, fouryear, undergraduate, liberal arts college
- Catholic, Jesuit institution
- 3100 students
- Worcester, Massachusetts
- 174-acre campus



Aerial photograph of the College of the Holy Cross campus. (Photo by Tom Rettig/Holy Cross)



About Archives & Distinctive Collections

- Administrative records
- Records of faculty, staff, student organizations, athletics, alumni
- College publications
- Photographs and Audiovisual material
- Rare books
- Jesuitana
- Manuscripts and personal papers
- Ephemera and realia



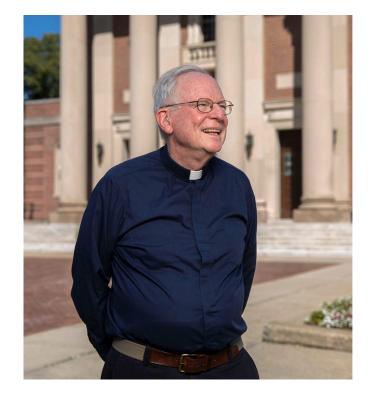
Photograph of the stacks in the Holy Cross Archives. (Photo by Corinne Tabolt)

About the Deaf Catholic Archives



Origin of the Deaf Catholic Archives

- Founded by Rev. Joseph Bruce, S.J in the 1970s
- First materials collected when ministering to the Deaf
- Personal interest and professional use



Rev. Joseph Bruce, S.J., photographed in front of Saint Joseph Chapel at the College of the Holy Cross. (Photo by Michael Ivins/Holy Cross)



Deaf Catholic Archives Needs a Home

- From bedroom to basement
- Another (permanent) home is needed
- Donated to HC Archives & Special (now known as Distinctive)
 Collections in 1990
- Fr. Bruce continued to grow the collection despite not being at HC



Photograph of filing cabinets in the basement of Dinand Library. (Photo by Lisa Villa)



The Collection Becomes an Archives

- Fr. Bruce returned to Holy Cross
- Limited processing between 1990 and 2015
- Collection grows but limited access
- Significant progress since 2015
- DCA is a recognized resource



Fr. Bruce speaking with students about the Deaf Catholic Archives. (Courtesy of the College of the Holy Cross)

Digitizing Hidden Collections



The Grant

- Grant writing process 202021
- Received grant in 2022
- Project officially kicked off in June 2022

Content Selection & Privacy



Content Selection

- Too much material for stated project
- Criteria
 - Importance
 - What would be popular or most useful
 - Fragility
 - Privacy
 - Copyright



Section from The Journey of the ICDA from 1949 to 1989 rtesy of the Deaf Catholic Archives)

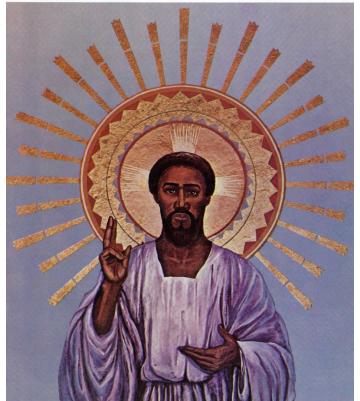


Privacy

- Personal stories throughout
- Biographical files
- Personal identifiable information
- Other concerns



The Catholic Black Deaf Community in the U.S. A Minority Within a Minority Pages $2\cdot 9$



Front cover of the November/December 1979 issue Listening. (Courtesy of the Deaf Catholic Archives)

Copyright



Determining Copyright

- Public domain
- Established publishing house or organization
 - Need to go through standard permission request process
- [Non-professional publications] by individuals, non-profit organizations, association chapters, religious orders, parishes, pastoral ministry offices and dioceses/archdioceses
 - Need to determine ultimate authority to grant permission

"MARY QUEEN OF DEAF, PRAY FOR US"





DIOCESAN CATHOLIC MONTHLY NEWS

DEAF

Immaculate Conception Church 4129 Superior Avenue Annunciation Church Broad & Kent Streets



BISHOP FLOYD L. BEGIN WELCOMES DEAF TO ST. AGNES' CHURCH E.79-EUCLID

The Cleveland Deaf often ask if one of our Bishops would honor us with a Mass.

Sunday, October Zóth, Bishop Begin will be our host at his Church. We hope that all the Cleveland and Akron Denf will come. Father Wilson will hear Confessions before Mass and interpret the Bishop's Semmon.

DEAF CHILD ABOUT HIS FAITH

For more than 15 years now, our Cleveland Deaf Children in Alexander Graham Bell and Chambers Deaf Schools, have been taught catechism by Seminarians.

These young men who are studying to be priests make good teachers. The children love and respect them. Long ago, Father Gallagher arranged the release time for these classes. It is a good system.

But more is needed. Bishop Begin suggested that we enroll special teachers from the Legion of Mary, good lay-people from all parts of the City to teach the children.

The Legion of Mary Members working along with Father Wilson and the Seminarians can certainly give the children a much better opportunity of learning the all-important truths of their Catholic

BISHOP BEGIN is most zealous in his support of the Legion of Mary. Five different groups, both colored and white, work under his guidance.

WHY DON'T YOU BECOME A PRAYING MEMBER?

Front page of the September 1958 issue The Orbit(Courtesy of the Deaf Catholic Archives)



Determining Ownership

- Most cases diocese/archdiocese (according to Canon law)
- Parishes merged or closed
- Schools for the Deaf changed, became staterun or closed
- Overlap (local ICDA chapter was in a parish or diocese)
- Deaf or pastoral ministry offices changed names or no longer exist
- Personnel
- Orphan works

SILEN FOR BRIDE EPORTER

St. Francis DeSales Deaf Club - 389 Kossuth Street, Bpt., Conn. - 366-4739
Vol. I No. 5

July, 1965

FATHER POTTER TO GO TO BRAZIL

Bishop Walter W. Curtis has announced that the diocese of Bridgeport will staff a parish in the diocese of Juazeiro, Brazil. Rev. Joseph Potter will be pastor of the mission parish. The Brazil parish is the second South American mission to be staffed by the Bridgaport diocese.

Father Potter is presently studying Portuguese at Queens College. After ten weeks of studies, he will go to Brazil to complete study of the language and customs of the country under the direction of Bishop T. William Murphy. Thereafter, Father Potter will begin his priestly ministry in the parish and region of Remanso. Remanso is located about 100 miles of the see city of Juazeiro, about three-and-one half hours' travel by jeep. The town has a municipal high school and two doctors.

The diocese of Juazeiro is in the state of Bahia in northeast Brazil. The city of Juazeiro itself is about 350 to 400 miles east of Recife and about 300 miles northeast of the city of Salvador. The diocese of Juazeiro was established in 1962 and Bishop Murphy became its first Bishop. The area of the diocese is about 24,000 square miles and has approximately 170,000 people of whom 94 percent are Catholic. The diocese has six priests and one lay brother.

LETTER DEPARTMENT

My dear deaf people:

As you know from the article on this page, Bishop Curtis has assigned me to work in Brazil. We are now learning the Portuguese language in Queens College, New York where I will be until September 3rd. I will be returning to Bridgeport for week end work in St. Joseph's Parish where I have been living the past five years.

Section of front page of the July 1965 issue The Silent Bridgeporte (Courtesy of the Deaf Catholic Archives)



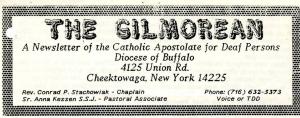
Copyright Permission Workflow

- Spreadsheet(s)
- Conservation with Canon Lawyer
 - Also consultedThe Permission to Publish
- Document, document, document
- Drafted preliminary letter "Request to Digitize" (a.k.a. Preliminary permission)
 - Define DCA
 - o Inform about CLIR grant
 - Identification of material with the organization
 - Explain intentions
 - Notify of forthcoming official request
 - o Include enclosure
- Responses: unsolicited but very helpful



"Preliminary permission letter" follow -up

- Phone calls to explain project in more detail
- Fulfilled requests to review material
- Answered questions, especially about "ownership"
- Received permissions
- Document, document, document



VOLUME X NUMBER VII

SEPTEMBER 1989

NATIONAL DEAF AWARENESS WEEK will be observed from September 25th through October 1, 1989, Buffalo Civic Association of the Deaf (BCAD) will be coordinating this week long program. It is designed to sensitize and heighten the community's awareness of the special needs of people who have hearing impairments and increase knowledge about what services are available for the hearing impaired in Western New York. On Saturday, September 30, 1989, the 4th Annual Awards Reception will be held at Theodore Roosevelt Historical Site (Wilcox Mansion), 641 Delaware Ave, Buffalo4, NY. Proceeds from the reception will be donated to the Buffalo Hearing and Speech Center Service for the Hearing Impaired (SHI) Interpreters Contingency Fund. This fund will assist hearing impaired individuals cover the cost of interpreting services when they are not able to pay the full amount. It will also ensure that no hearing impaired individual goes without service and no interpreter goes without compensation for their work.

For the Awards Reception, there will be lots of food, drinks, entertainment and fun. Simon Carmel, a Deaf Folklorist from Rochester, is scheduled as the guest speaker. He will share some Deaf Folklore, jokes, personal experiences and much more... sounds like fun!!! Do you wish to support the BCAD and SH!??? Then why not reserve the date and attend this special event. You can also further support by buying raffle tickets being sold right now by the D.A.W. Committee. Your concern and generous response will be greatly appreciated.

JOHN P. RYBAK, Educator of the Deaf and Canisius sports star, died on July 13, 1989 in Sisters Hospital. Born in Depew, Rybak attended Canisius in the 1930s and was a three sport star, earning eight varsity letters and all conference basketball and football honors all four years. He was named to the Canisius Sports Hall of Fame in 1964.

In 1935, shortly after his graduation from Canisius,Rybak went to work as a hother, coach, athletic director, dean of boys and job placement counselor at St. houry's.

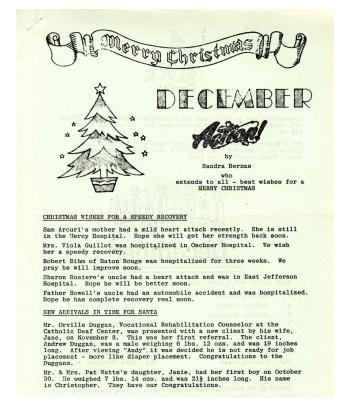
As coach of the basketball team, Rybak led St. Mary's to six consecutive

Front page of the September 1989 issue The Gilmorean (Courtesy of the Deaf Catholic Archives)



Copyright Permission Workflow (cont.)

- Drafted "Official request to digitize" letter
- Drafted "Permission to Digitize" contract with legal counsel
- Created Appendix
- Technical considerations
 - Convert to DocuSign
 - Translation service



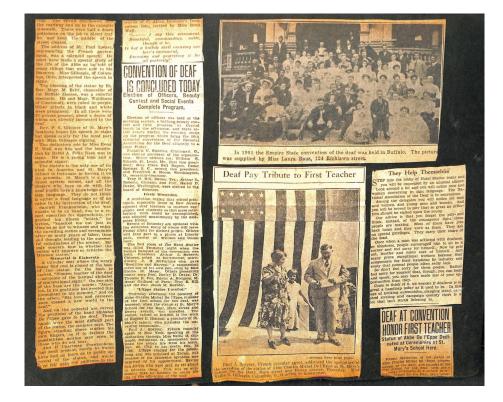
Front page of the December 1974 issue Action (Courtesy of the Deaf Catholic Archives)

Cultural Competency



Learning Deaf Cultural Competency

- Nuances of Deaf culture
- Importance of Fr. Bruce's support and guidance throughout the process
- Participation from the Deaf community





Understanding what is needed

- Outreach
- "Know your History"
- Deaf friendly



American Sign Language and Deaf Studies class held outside Cafe Babel. (Photo by Tom Rettig/Holy Cross)



Make the DCA "Deaf -friendly"

- Have "deaf-friendly" faces staff the archives
 - People should be lipreadable smiling, enough lighting, expressive faces
 - Remember lipreading is the last thing a person would like to do
- Interpreters
 - Have available upon request
 - Converse with the Deaf person, not interpreter
- Waiting and looking
- Wear dark clothing if you are signing
 - Can't assume every Deaf person knows ASL
- Have iPad or paper and pen available



Future



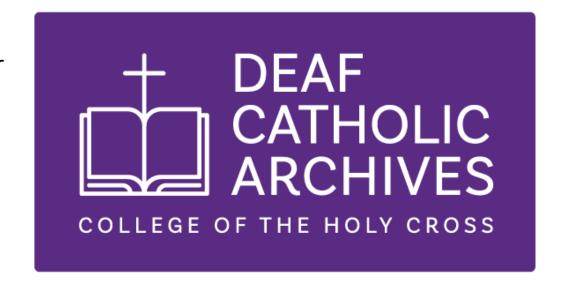
Expand

- Audiovisual content
- Outreach to other Jesuit/Catholic colleges
- Master list/finding aid with hyperlinks
- Collaborations with other Deaf institutions (Gallaudet, RIT)
- Acquire more books
- Biographies of Deaf persons (especially letters)

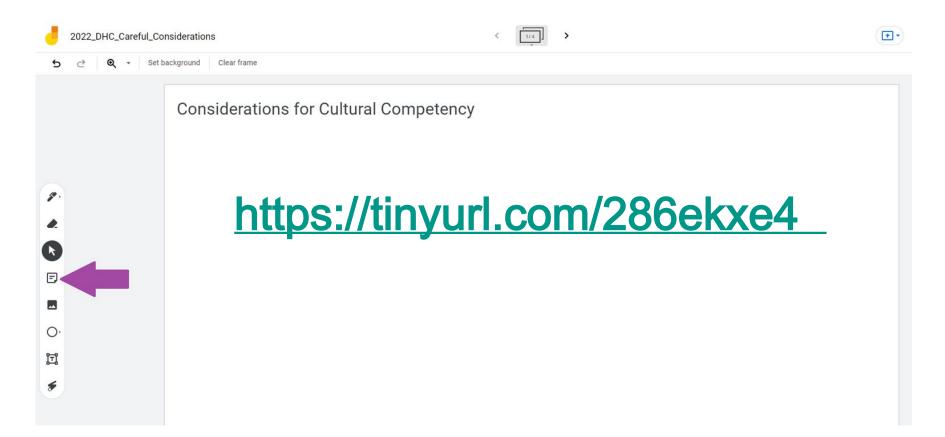


Sustain

- Funding
 - Grants, donations, other
- Staffing DCA



Questions and Discussion



Contact Us

Abby Stambach, Head of Archives & Distinctive Collections

Lisa Villa, Digital Scholarship Librarian

Website: holycross.edu/archives-and-special-collections

Email: deafcatholicarchives@holycross.edu