

## **Workshop Recommendations**

### **1. Main challenges and lessons learnt**

Staffing has been seen as a major problem and was dealt with in various ways. Some used students and shifted workers from other departments. It was noted by all that when trained staff are moved to a different section, it leaves a vacuum and this has effected the project as a whole. The internal cohesiveness of the management team would help to manage this sort of problems. Problems with payments/ and even demand for salaries were also common.

#### **Recommendation 1**

**The DATAD project activities should be integrated into the institution's plan as an on-going program.**

There were some challenges/problems with use of software, hardware and need for more training.

#### **Recommendation 2**

**As training needs grow, establishing training centres to offer more training sessions is recommended. Consultations from other regional members who have already been through the DATAD experience and training and successfully having set up the program in their universities will be useful. Make more use of the DATAD *listserve*. To join the list, contact [datad@aau.org](mailto:datad@aau.org)**

Identifying appropriate unit within institutions for the implementation of the DATAD Project was a problem in some cases, leading to change of locations. Workshop participants were of the opinion that locating the project in the Library or where the theses/dissertations were physically located was most appropriate. Perhaps new members could be guided by these experiences.

#### **Recommendation 3**

**Experience has shown the library to be the appropriate location. However, there should be a close working relationship with the graduate school, students, IT staff/computing centre. DATAD management teams are best placed to facilitate this.**

To expedite the work of data input and updating DATAD database at institutional level requires involvement of all stake holders

#### **Recommendation 4**

**Explore options for graduating students to input their thesis/dissertation record (and keywords) in the database. This could be part of the requirements**

**for graduation. Librarians/staff in-charge should counter-check/edit records before uploading to main database.**

## **2. Expansion: the rate, cost sharing**

DATAD must be opened up and rapidly expanded.

### **Recommendation 5**

**While AAU will continue efforts to solicit funds to subsidize coordination costs and contribute towards institutional capacity building, new institutions should be encouraged to contribute towards hardware, staff time, and logistical support.**

### **Recommendation 6**

**The Memorandum of Understanding with institutions and guidelines for participation should be reviewed to reflect this fact. It should also indicate the requirement for institutions to eventually integrate DATAD activities into their own plans.**

On expansion model

The complexity of the background to higher education in Africa was appreciated. The importance of fostering the growth and development of a continental initiative and values was also recognised. While giving due consideration and attention to national concerns, as well as the administrative capacity of the AAU, establishment of national LEAD institutions or NODES was found most appropriate, thus the following recommendation:

### **Recommendation 7**

**DATAD pilot members will become National DATAD nodes. These could also serve as coordination and training centres. A consortium of several national centres could form a sub-regional centre while AAU-DATAD will serve as the continental centre. This should be built in and reflected in the DATAD expansion strategy and Business Plan.**

## **3. Cost recovery and sustainability**

This can happen at many levels: institutional, national or regional level and may take the form of cost sharing and cost recovery. Although it may not be possible to sustain DATAD as a commercial entity, the need for strategies for its sustainability and expansion are crucial.

### **Recommendation 8**

**AAU-DATAD to write to institutions about the proposed cost recovery options meant for the sustainability of DATAD. This will include introduction of thesis processing fees, submission of electronic copies, building the capacity and charging for document delivery.**

#### **4. Access policies, copyright, intellectual property rights**

The participants noted the relative advantage and ease of access when institutions own copyright on behalf of students, and the benefits for encouraging publishing from thesis and dissertations within a specified time.

##### **Recommendation 9**

**Institutions to encourage owning copyright on behalf of the student. Institutions to introduce policies (and incentives) encouraging students (and supervisors) to publish papers based on their work (within a specified time) so that they would have their intellectual property more fully protected. Copyright policies should be looked at by each institution and provide input to AAU-DATAD for working on a continent-wide policy.**

On access, most agreed that information should as much as possible be free and sharing should be encouraged. Policies should be put in place, to allow easy access. Restrictive access policies should be reviewed in line with the general/universal FAIR USE policy.

To enable individual accountability on abuse of the FAIR USE policy, disclaimers can be posted on each thesis—and on the database itself. Further legal assistance will be needed in this area and guidelines were requested.

##### **Recommendation 10**

**Short term, in response to requests for full text, institutions should be guided by their local policies, and where these are too restrictive, by the universal FAIR USE policy in responding to requests for full text. On the longer term, AAU-DATAD will work to develop a general guide to Copyright and IPR.**

#### **5. Preservation**

Preservation is crucial and an urgent need. Institutions gave evidence of collections that had been destroyed by termites or otherwise and how difficult it has been to get replacements. Preservation of electronic documents and provision for refreshing to avoid obsolescence and decay is also important.

##### **Recommendation 11**

**Institutions are urged to put in place and practice adequate preservation procedures for theses and dissertations and other vital research output from institutions.**

#### **6. Electronic submissions**

This was found to be the right step forward. Some institutions have already started requiring this.

**Recommendation 12**

**All institutions should explore introduction of submission of electronic copy by students. AAU-DATAD to provide a general guide on what to require for institutions to adapt accordingly.**

**7. Inter-library Loans (ILL) and Document Delivery**

Fair use and more lenient policies is the pre-requisite to ILL and document delivery. However, cost recovery is essential for the maintenance of the service

**Recommendation 13**

**Institutions to work out costs and arrange for ILL and Document delivery and promptly provide this information to users of the service**

**8. Standardization**

There is need for standards for transferability and transferability of all records. There is need for standard formats of the texts and bibliographic record input. The DATAD Methodology Manual will guide on this issue. However, what thesaurus to use, how to select keywords, what languages are issues requiring standardization. These need further discussion and guidance.

**Recommendation 14**

**The question of standards should become an agenda of the next phase of the DATAD program.**