



JPL

Jet Propulsion Laboratory
California Institute of Technology

Past to Present: JPL Library, Archives & Records

Presented by Margo Young
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to
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APL
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Library,
Archives,
and
Records

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Parent Organizational Changes

- Workforce reduction at JPL
- Institutional computing Program Office sourced most staff to Enterprise Engineering
- Jim Rinaldi hired as CIO
 - Member of Executive Council
 - OCIO being created
- Information Management and Configuration Management Groups merged for Projects
- KM Manager retired; previous KM manager (Jim Doane) returned



Unit Organizational Changes

- Archives Group being eliminated
 - Archives processing and research part of the library
 - Appraisal part of records
- Records activities handled by
 - Records Manager
 - Library clerk
 - Library supervisor
 - Section manager



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Staffing

- Library, Archives & Records staff totals 17
 - 11 exempt
 - 6 non-exempt
- Reassigned one librarian to process archival collections
 - → 2 archives processors

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Services: New and Discontinued

New

- Metasearch and linking using Serials Solutions products & BEACON OneSearch training
- RSS newsfeed on Library website
- Records consultations expanded, particularly for project close-outs
- Monthly classes on records storage and on records awareness

Discontinued

- Conducting oral histories
- JPL Stories series reduced



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Processes

New

- Page charges
- Obtaining color copies of meeting papers for external posting
- Improving oral history collection

Discontinued

- Traditional archival processing
- Information Providers networking group
- Future of iKM uncertain