

**INDIANA UNIVERSITY LIBRARY/  
INDIANA UNIVERSITY-PURDUE UNIVERSITY, INDIANAPOLIS**

**PROPOSAL TO THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES TO SUPPORT  
LIBRARY/MUSEUM COLLABORATION**

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## EXECUTIVE SUMMARY

This is the proposal from University Library/Indiana University-Purdue University, Indianapolis and the Art Museum Image Consortium for funding from the Institute of Museum and Library Services to support our unique Library/Museum collaboration.

University Library and AMICO propose to provide access to the AMICO Digital Image Library Database for the Greater Indianapolis Area K-12 Schools and general public. Our project provides a unique mechanism to test various delivery models of a large Digital Image Database(AMICO) to an urban K-12 Educational Community (Indianapolis) and to interested 'lifelong learners' using regional public libraries.

The libraries of central Indiana have a special collaborative relationship which has been developed over the past several years among all types of libraries, public and private. The proposed distribution of the AMICO databases can piggy-back on the structures, both technical and political, that are being created.

The proposed project activities have been segmented into four distinct phases which are detailed in the narrative. A pre-planning phase included a focus group to explore area educators' interest as well as seek consultation on proposed project objectives and goals (March 19,1998). Please see the appendix for minutes from the focus group meeting.

University Library will provide the technical support needed to deliver the AMICO Image Library in three distinct intensity levels, Models I - III. An analysis will be completed at the end of the project to determine the most desired support Model needed to facilitate the use of the AMICO Image Library.

The University Library/AMICO Image Library demonstration project objectives include:

- ◆ Demonstrating how a local University Library can provide access to emerging technologies and demanding networked services to regional schools and public libraries.
- ◆ Exploring the viability of cost-sharing among regional institutions to provide licensed access to resources that might otherwise be beyond the reach of some local institutions.
- ◆ Building on local input to add value to resources acquired on license and to create special added-value that will serve local needs. Evaluating the contributions made by the users as well as the service provider in this model.
- ◆ Documenting generalized practices and products of a model program of cooperation between libraries, schools and museum with emphasis on how the community is served, technology is used, or education is enhanced.

In summary, we hope to be awarded IMLS funding to support our collaboration. Our project provides an unique collaborative model between a museum image consortium and an academic library to serve multi-use needs of the K-12 schools, public libraries, and museums throughout the Greater Indianapolis Area by implementing the most efficient and appropriate technologies. This project meets the growing need within the educational community to harness the benefits of technology while providing content-rich curriculum to the K-12 educational community. It enriches instructional contributions to the community as well as those activities which relate to education. It offers creative solutions to delivering information over the web to the educational community and serves a leadership role for other organizations to emulate. Finally, it provides explicit attention to development of models and guidelines that will be applicable to other metropolitan-area

university/community collaborations.

## **NARRATIVE**

This document serves as the narrative for the formal proposal for funding from the Institute of Museum and Library Services (**IMLS**) to support the collaborative efforts of the Art Museum Image Consortium (**AMICO, [www.amn.org](http://www.amn.org)**) and University Library/Indiana University-Purdue University, Indianapolis (**IUPUI, [www-lib.iupui.edu](http://www-lib.iupui.edu)**) to establish model web delivery systems for K-12 Community access to the AMICO Image Library database.

### **1. PARTICIPANTS**

#### **1.1 UNIVERSITY LIBRARY-IUPUI**

For the purposes of this grant proposal, University Library is applying as the primary participant. University Library/Indiana University-Purdue University, Indianapolis is one of the most technologically sophisticated academic libraries in the country, (URL: <http://www-lib.iupui.edu>). This technically advanced library offers an infrastructure for faculty and students which provides seamless integrated access to electronic resources via the Internet as well as digital initiatives for instruction and publication. University Library is well positioned to provide access to the AMICO Image Library as a result of current ongoing collaborations with Indianapolis area organizations; established delivery/licensing mechanisms through the county-wide library system; and, a state-of-the-art technology infrastructure within the University Library system. University Library's strong commitment to technology and community partnerships is reflected in its mission and goals as well as the special technical and instructional initiatives which it supports. Please refer to the University Profile for further information.

#### **1.2 ART MUSEUM IMAGE CONSORTIUM (AMICO)**

AMICO is a non-profit consortium formed by 23 of the largest art museums in North America to provide educational access to multimedia documentation of art. This consortium provides a unique and growing resource numbering approximately 20,000 digital images in 1998 and growing rapidly. AMICO members are consciously exploring new social and economic models for intellectual property and delivery of their image library. AMICO sees this experiment in metropolitan-area-wide delivery involving Universities, schools and public libraries in collaboration with AMICO and local museums as a possible model for nationwide access to the resource.

#### **1.3 GREATER INDIANAPOLIS AREA**

##### **1.3.1 Schools**

The Greater Indianapolis Area Schools are defined as those schools, public and private, which reside in the nine county Central Indiana Area. Participating schools will access the AMICO Image library for use in the multi-disciplined based K-12 educational community. The Central Indiana student population totals over 160,000 students. The Public Schools alone have a total enrollment of over 131,625; Private school enrollment exceeds 29,928 students. The Indianapolis schools are currently well networked and are implementing digital imagery into their instructional environment(s). This project would enhance technical applications in place by providing models for greater distribution and application of this technology into the classroom as well as facilitate the critical assessment and evaluation of the use(s) of educational access to multi-media documentation of art.

##### **1.3.2 Central Indiana Libraries**

The libraries of central Indiana have a special collaborative relationship which has been developed over the past several years and includes public and private libraries of all types. These initiatives have established a successful precedence for cooperative ventures. The proposed distribution of the AMICO databases can piggy-back on the structures, both technical and political, that are being created for the county-wide project.

### **1.3.3 Indianapolis Museum of Art**

The Indianapolis Museum of Art (IMA) Art Education Department intends to access the AMICO Image Library for use as supplementary educational material. While their programs focus on educational activities related to paintings and objects in their permanent collection, access to auxiliary art images found in the AMICO Image library would provide value-added content enrichment to their instructional efforts.

### **1.3.4 Indianapolis Area current ongoing collaborations:**

In addition to regional collaborations, the area libraries are also part of a State wide initiative, the INCOLSA Inspire Project. The goal of this project is to provide the residents of Indiana access to electronic information resources through content-rich, full-text, commercially available databases.

The Inspire Project will establish mechanisms to IP filter and authenticate all libraries in Marion County as well as the State of Indiana.

These current, ongoing projects will serve as access models for the AMICO/University Library proposed project as well as allow the project to “piggy-back” these initiatives within the Indianapolis community.

## **2. THE PROJECT**

### **General Description**

University Library and the AMICO Consortium propose to provide models to support the delivery of the AMICO image library over the Internet to the K-12 community as well as the Greater Indianapolis Area for use in art education and other related curriculums. The access to the AMICO Image Library will be through IP filter, password, and/or authentication. This multi-purpose project will test pre-designed models of support/delivery of an image library to determine “Best Practices” as well as provide value-added content to the K-12 educational curriculum.

University Library’s role is to provide support and mechanisms to deliver the AMICO Image Library over the Internet to the Greater Indianapolis Area K-12 Educational Community. The Indianapolis Marion County Public Library will serve as the gateway for the authentication and delivery of the AMICO Image Library to the area educators. This AMICO license would be available to central Indiana. The staff required to fulfill these efforts include a Project Director to develop model lesson plans, co-ordinate and actively promote the project, keep tasks on target, and facilitate the implementation and evaluation of the use of the AMICO Image Database; one Co-Project Director who also serves as the liaison from the AMICO University/Herron Library Testbed project; greater Indianapolis area educators; and technical support staff provided by all grantee participating constituencies based on respective resources.

University Library and the AMICO consortium expect to develop models and means to test the proposed distribution mechanism; test license agreements; demonstrate use and application of the image library in the

K-12 classroom; provide curriculum development and structure through mini-grants to educators to develop model lesson plans/curriculum; teacher institutes to facilitate training and use of the AMICO Image Library in the classroom; and, the mechanisms such as moderated electronic discussion lists for educators to discuss and share model lesson plans and web classes, educational experiences, applications, uses, and knowledge of the Image Library.

In an effort to provide relevant curriculum for the educators and maintain relevant use of the AMICO Image Library, it is required that the curriculum be aligned with the State of Indiana Proficiency Guidelines. The developed curriculum must come back to the grant partners for further use and study.

The life of the project will run from October, 1998 through September, 2000. The proposed project is a multi-phased process involving four phases. Prior to Phase I a focus group meeting was held March 19, 1998, to determine the feasibility and interest of area educators toward the project. Greater Indianapolis Area educators were invited to provide input regarding the proposed project objectives and goals. Volunteers were solicited at this meeting to serve as initial K-12 Advisory Board members to the project.

### **Project Activities**

#### **2.1 PHASE I (October 1998-May 1999)**

##### **2.1.1 Advisory Boards:**

The K-12 and Public Library Advisory Boards will be selected and convened during Phase I of the project.

##### **◆ The K-12 Advisory Board**

The K-12 Advisory Board will serve pre-IMLS granting through the entire life of the award (1998 - 2000). Membership will be flexible in an effort to accommodate the needs of the Advisory Board members and area educators. The Advisory Board will be a group of volunteers from a variety of school districts and other educational institutions within the greater Indianapolis area. The purpose of this Advisory Board is to work in collaboration with AMICO/University Library in the selection of a Project Director; the selection of mini-grant applicants; and to assist in the implementation of the program as well as the evaluation process. In addition, the Advisory Board will also participate in focus groups to critique the process and determine “best practices.”

A pre-grant AMICO/University Libraries Project Focus group was held with greater Indianapolis area educators March 19, 1998. The purpose of this meeting was to determine the feasibility and level of interest of the area educators, as well as to determine what elements would be necessary to make such a project viable for the local community. Interest was extremely high among these contact and, we were assured that the greater Indianapolis area is able to support the technological needs of this project. Educators are eager to proceed. (See Appendix A)

##### **◆ Public Library Advisory Board**

The role of the Public Library Advisory Board is to advise as consultants on the delivery of the AMICO Image Library to community “life long learners” as well as the students.

##### **2.1.2 Hire Project Director and Hourly Staff**

In collaboration with the Advisory Board members, the Project Director will assist with the development of mini-grant participant selection criteria; promotion of the mini-grant opportunities to educators; and the selection of mini-grant recipients. The Project Director will be responsible for developing pilot curriculum modules related to the AMICO Image Library and for use in the project as well as promotion, implementation, training, and evaluation of the project.

◆ **Project Director**

The Project Director will be employed the length of the grant. A Start Date of January 1999 at the latest is anticipated. The position ending date will coincide with the end of the grant period, Summer 2000. The Project Director is responsible for implementation, outreach, publicity, and use/evaluation of the database by area educators and will serve as chair of the Advisory Group. The position will be advertised and applicants will be nominated with the advice of the AMICO/University Library Project Advisory Board. To accomplish these responsibilities and have credibility within the educational community, the individual should possess the following characteristics:

◆ **Required Characteristics**

- ◆ The Project Director must know the Indiana Curriculum.
- ◆ Possess multi-discipline based expertise.
- ◆ Proven competency with the Internet and technology.
- ◆ Excellent presentation and people skills.
- ◆ Proven ability to communicate well; to be a motivator and innovator; and to be creative.
- ◆ Preferably a K-12 educator and/or Media Specialist with recent classroom experience.

Technical and clerical assistance will be needed to achieve the high level of interaction with the educators.

**2.1.3 Co-Project Director/ AMICO Liaison for Herron/University Library Testbed Project**

Sonja Staum-Kuniej, Herron/University Library will serve as the Co-Project Director for this project.

Responsibilities include:

- ◆ Liaison from the AMICO Herron/University Library Testbed project. Please see the appendix for Herron/University Library Testbed project description
- ◆ Assist with the administration and promotion of the AMICO/University Library IMLS Project

**2.1.4 Clerical and Technical Assistance**

Two half time positions at 20 hours each for the life of the grant will be required to assist the Project Directors with related project tasks, e.g., reports and demonstrations in the field.

**2.1.5 Competition/Awarding of Mini-Grants to Teachers**

The purpose of the mini-grants is to support the core participants in the development of curriculum using the Image Library. Successful applicants must:

- ◆ Attend the Summer Teachers Institute.
- ◆ Develop curriculum modules by the end of Summer 1999.
- ◆ Implement modules in their Fall and Spring semesters.
- ◆ Participate in the evaluation process.
- ◆ Train and mentor fellow educators.

### 2.1.6 Other Activities

- ◆ **General publicity started -- will be on-going throughout project**  
Other activities during Phase I include initiation of promotion and publicity of the project to the Greater Indianapolis area educators. Promotional materials will be created in consultation with the Advisory Boards, AMICO, and University Library. The primary responsibility for promotion will reside with the Project Directors. Relevant professional organizations within the Indianapolis educational and library community will be targeted for participation and dissemination of information regarding the project at conferences, seminars, and workshops.
- ◆ **Develop Mini-Grant criteria and promotion (Project Dir. + K-12 Advisory Board)**  
The Project Director will work with the Advisory Boards and project staff to develop mini-grant criteria and promote the project and its activities to the K-12 educational community.
- ◆ **Selection of mini-grant recipients (10 educators at 5 schools)**  
Ten educators from five Greater Indianapolis Area schools will be selected based on ability, interest, and proposed use of the image library. These individuals will also work with the Project Director in the planning of the Summer Teachers Institute which will be held June 1999, during Phase II of the project. The educators' involvement will run the life of the grant proposal.
- ◆ **Develop pilot curriculum (Project Dir.)**  
One of the primary responsibilities of the Project Director in this Phase is to create pilot curriculum around the AMICO Image Library for distribution and use by the K-12 Greater Indianapolis Area educational community. The K-12 Advisory Board will provide guidance and input for curriculum development as it relates to the State of Indiana Proficiency Guidelines.
- ◆ **Plan Summer Teachers Institute (Project Dir. + K-12 Advisory Board)**  
The Project Director, the K-12 Advisory Board and the Indiana University School of Education staff will be responsible for planning the Summer Teachers Institute which will be held June 1999.

## 2.2 PHASE II (Summer 1999)

### 2.2.1 Summer Teachers Institute (June 1999)

The primary purpose of the Summer Teachers Institute is to provide training in the use of the AMICO Image Library; develop model curricula; and to share applications, experiences, and model

lesson plans as they relate to the project.

### **2.2.2 Submission of Model Curriculum by Summer Teachers Institute (July 1999)**

Outcomes of Summer Teachers Institute include published preliminary lesson plans shared among participants and made available/distributed to the Greater Indianapolis Educational Service Area and nationally through the AMICO consortium. The seminar is open to other interested constituencies which might be looking to involvement at a later date and/or interested in the technology without the mini-grant support. Three credit hours from the IU School of Education will be awarded upon successful completion of the Summer Teachers Institute requirements. Educators will be selected in part based on their ability to participate as well as on the quality of their proposed use of the Library.

### **2.2.3 General meeting of Advisory Boards (August 1999)**

The K-12 Advisory Board will review model curricula and advise on implementation. The Public Library Advisory Board will review project status and advise on what components will be useful in the public library area.

## **2.3 PHASE III (Fall 99 through Spring 2000)**

### **2.3.1 AMICO Image Library Curriculum Implementation**

Implementation of curricula in the greater Indianapolis area pilot schools. Project Director is responsible for coordinating this implementation.

### **2.3.2 Promotion and Publicity**

Continued intensive publicity (talks, demos, etc.) at professional educational and library meetings, conferences, and on-demand requests.

### **2.3.3 Training and Mentoring**

Mini-grant recipients will be responsible to mentor and train other educators. The Project Director may be involved at this level.

## **2.4 PHASE IV (Summer/Fall 2000)**

### **2.4.1 Evaluation of Project**

- ◆ All users of the AMICO Image database will be surveyed -- public libraries, art education programs, general educators.
- ◆ Focus groups will be held. These focus groups will include the various Advisory Boards and participants as well as other community input, e.g., students (young and older).
- ◆ The Project Director will provide a final report to be distributed to all parties involved in the grant.

### **2.4.2 Ongoing Activities**

Throughout the life of the grant, focus groups and moderated discussion lists will be established as a means for user feedback and input. Such mechanisms will provide a forum for educators/users of the library to discuss the AMICO Image Library's benefit to learning and related use issues, e.g., how was the Image Library used and by whom. In addition, efforts will be made to work with appropriate

individuals/experts in the community to determine the best institutional collaborations for provision of access to the AMICO Image Library. The Summer Teacher Institute (June 1999) will also serve as a training opportunity for educators in the use, application, study, and promotion of the technology/image library. Emphasis will be placed on the added-value of the AMICO Image Library to the instructional efforts of local teachers as well as to “life-long learning” of the community population in general.

## **2.5 PHASE I - IV**

### **2.5.1 Models for access to the AMICO Image Library Database**

The AMICO Image Library will be made available to the Greater Indianapolis Area schools via three different models for user support. The purpose of this approach is to develop a variety of models to test and determine the “Best Practices” for delivery of the AMICO Image Library to the K-12 environment.

#### **◆ Model I — High Intensity**

The first model is a high-intensity delivery model and will run from February 1999 through September 2000. This application process will determine five select Indianapolis Area K-12 schools. Mini-grants will be awarded to two educators from each school through a selection process based on individual interest, ability to follow through, and technical capabilities. Selections will be determined by the K-12 Advisory Board and the Project Director in collaboration with AMICO and the University Library. The selected educators will be provided funding, training, and technical support. The mini-grant holders will be required to create curriculum around the AMICO Image Library in tandem with the State of Indiana Educational Curriculum Proficiencies. In addition, selected educators will be required to participate in the Teacher Institute held Summer 1999. Upon completion of the class/curriculum requirements, the educators will receive the graduate credits from the IU School of Education (verbal assurances given).

The Project Director will work closely with these selected schools/educators to ensure the project’s success. The Project Director is expected to spend a pre-determined number of hours per semester in-house working with the selected educators at their respective schools to enforce the technology, application, and use of the AMICO Image Library database. Participating teachers should have a working knowledge of the technology to facilitate more effective use of time.

Teachers involved in the intensive work in the Spring/Summer will mentor participants in the Fall 1999.

#### **◆ Model II — Middle Intensity**

Model II will run from Summer 1999 throughout the 1999/2000 academic year. The Project Director will serve as a consultant to area educators selected during the Summer Teacher Institute (June 1999). Participants at this level will be provided procedural documentation and stock curriculum developed during the Model I implementation and will

meet periodically with the Project Director for input/feedback and assistance on the project.

Support structures for these educators to collaborate/network will be the area educator focus groups held on a periodic basis to discuss the project uses/issues/benefits/challenges. These focus groups will be coordinated by the Project Director. Electronic list-servs will be another mechanisms for sharing use issues/information as it relates to the project.

◆ **Model III — Low Intensity**

Model III will run the life of the grant. The AMICO Image Library will be available for general use. There will be little hands-on/support from the Project Director at this level of intensity.

The Project Partners hope to work with the museum educators in Indianapolis and the librarians in public library system to determine a means to present this opportunity to the general public and monitor its use.

**2.5.2 Promotion and Publicity**

Promotion and publicity will be ongoing throughout the entire project via area professional organizations such as Association of Indiana Media Educators (AIME), the Humanities Council, Indiana Library Federation, and the Arts Consortium of Indianapolis, as well as through publications, seminars, and list-servs. Demonstrations and presentations will be given on demand and the pilot curriculum modules will be distributed based on expressed interest, proposed use, and ability.

**3.0 TECHNICAL CONSIDERATIONS:**

**3.1 Delivery Mechanism(s)/Access and Authentication**

The project anticipates providing access to the AMICO Image database mounted on the Research Libraries Group server made available over the Internet through IP filter/password and the Indianapolis Marion County Public Library Gateway. In collaboration with the Advisory Boards, the Project Director would be responsible for implementing the delivery of the Image Database to Greater Indianapolis Area schools and public libraries by Summer 1998. Access to the AMICO Image Library will be provided in the following manner.

- ◆ IP filtering can be used to provide access for public libraries and Greater Indianapolis Area Schools.
- ◆ Access to the community can also be delivered through individual user authentication in Indianapolis/ Marion County. The project will use the Indianapolis Marion County Public Library (IMCPL) cards as the authentication mechanism. IMCPL already has means in place to authenticate users over the Web. IMCPL cards are available to anyone who lives, goes to school, or teaches in Marion County. Ongoing proven collaborations exist within the Greater Indianapolis area which provide the mechanisms for remote access from home to a variety of electronic resources available through the area schools and public library in Marion County. This project would “piggy-back” on these current initiatives.

- ◆ An alternative delivery mechanism may be to download needed AMICO Image Library images along with model lesson plans built around the respective images to a CD-ROM. This process will enable wider distribution and sharing of the project to other area educators. In addition, it will avoid bandwidth issues and provide educators greater instructional flexibility within their respective classroom. Resources are available to accomplish this through in-kind supplies and equipment provided by the Indianapolis Public School System and other area schools.
- ◆ Dependent upon individual school's technological capabilities, relevant/selected AMICO Image Library images may be downloaded to a server for use in AMICO/University Library IMLS grant project.

### **3.2 Fee Structure**

The following fee structure has been proposed for license to the AMICO Library: One cent charged per public library card holder; ten cents per K-12 student; and twenty-five cents per University level student. These license fees will be waived in the 1998/1999 year because IUPUI is already participating in the AMICO University Testbed project. A nominal fee will be requested for 1999/2000. Levels of use associated with the Indianapolis region during the project will be charged by the Research Libraries Group at its prevailing rates.

### **3.3 Control and Security of Images**

Schools and libraries are responsible for providing students and faculty with an understanding of the users and uses allowed under the terms of the license.

## **4.0 EVALUATION PERIOD**

The evaluation period will scrutinize the following research objectives as set forth by the AMICO consortium and agreed upon by AMICO and University Library. The research objectives include:

- ◆ Identify who uses the AMICO Image Library (Digital Library) and why? Include an assessment tool for the use of the AMICO Image Library to the benefit of learning.
- ◆ Increase understanding of user needs for teaching and research use of the AMICO Image Library (Digital Libraries) and the systems architectures needed to support them.
- ◆ Establish if the license terms proposed by the AMICO consortium are acceptable.
- ◆ Design means for user feedback and dialogue with AMICO members, University Library participants, and Indianapolis Area Educators.

The proposed project is an unique opportunity to develop and test a variety of image database delivery/access mechanisms and a range of inter-institutional collaborations between public libraries, local museums, regional public and private schools, universities, and a consortium of museums. This model collaboration between the nationally recognized University Library-IUPUI and the Art Museum Image Consortium will address, test, and determine distribution issues related to the technology, licensing, delivery, and multiple uses, of a major digital image library within the K-12 environment.

In addition, our proposed project fulfills many of the Evaluation Criteria listed in the IMLS Guidelines. In particular, the AMICO/University Library project offers a unique collaboration between a museum

consortium and an academic library as we provide a model(s) technology/use piece to be readily disseminated and adapted to other Urban Communities Nationwide. Our major contributions will include an evaluation of demonstrated uses of the application of a major digital image library within the K-12 educational community and the technological model(s) to follow. To some degree the sustainability will be determined through the application and evaluation of the project. However, mechanisms are currently in place within the greater Indianapolis area to continue this project well beyond the life of the IMLS grant.