

**NATIONAL ENDOWMENT
FOR THE HUMANITIES**

SAMPLE APPLICATION NARRATIVE



Preservation and Access Grants
Institution: New York Public Library

**The New York Public Library
Chinese Rare Book Collection
Proposal to the NEH Preservation and Access
July 2008-June 2010**

Executive Summary

The New York Public Library seeks a grant of \$345,800 from the National Endowment for the Humanities for a project to catalog a collection of 1,000 Chinese rare books, totaling 1,500 volumes, held in the collections of the Library's Asian and Middle Eastern Division, as well as preserve and digitize six of these titles, totaling 93 volumes. These collections are rare, if not unique, and once made accessible to a wide audience, will serve as key resources for scholars of the Chinese language, history, culture, religion, philosophy, translation studies, art history, geography, literature, and cross-cultural influences between China and the West, and other East Asian civilizations such as Japan and Korea. The collections to be treated include the James Legge collection, additional Chinese rare books of the Ming (1368-1644 A.D.) and Qing (1644-1911 A.D.) Dynasties, both printed and hand-written.

The James Legge collection, which consists of 230 titles (representing 400 volumes), is significant for its contents, as well as a wholly unique resource by virtue of its provenance, having made up part of the personal library of the great nineteenth century English Sinologist and translator, Dr. James Legge. These books came into the Library's collection in 1909 following the sale of Legge's library after his death. Legge relied heavily on the works in this collection to prepare his most famous work, *The Chinese Classics* (first edition 1861, revised edition 1893-1895), one of the most venerable of many translations into English of the Confucian classics. These works are significant not only for their association with Legge himself, but also serve as an irreplaceable set of primary source materials about Chinese history, philosophy, religion, and art.

Another 770 titles (1,100 volumes) will be drawn from complementary collections of Chinese rare books. These materials provide insight into the Legge materials, and include a number of illustrated Ming Dynasty Buddhist Sutras, both woodblock print and hand-written, which are exceptionally important for any study of the history of printing and illustration in Chinese book arts, as well as for the understanding of the close relationship between the Ming Dynasty emperors and Tibetan Buddhism. Another work to be cataloged include the beautifully illustrated *Mustard Seed Garden Manual of Painting* (*Jie zi yuan hua zhuan*), which had a deep influence on East Asian, particularly Japanese, illustration traditions from approximately the eighteenth century on.

The materials chosen to be preserved and digitized are those deemed to be the most historically and artifactually important titles in the collection. Providing access to these rare and important materials through up-to-date bibliographic records in The New York Public Library's online catalog, and OCLC's WorldCat through physically preserved texts for on-site use, and digital images on the Library's website will enable scholars from all over the world to learn about these rich resources and integrate them into their scholarship. Using these resources scholars will be able to study topics ranging from the Taiping Rebellion, one of the most important events in modern Chinese history, the evolution of Chinese translation, Confucian theory through time, as well as Buddhist and Christian beliefs, the Chinese Classics, Chinese art, and other topics.

For this project the Library will contribute 35 percent of the funding, mostly in staff time, of members of the Asian and Middle Eastern Division as well as the Preservation Division and Digital Library Program.

Table of Contents

I.	Narrative	3
	a. Significance	
	i. James Legge Library	3
	ii. Other Rare Materials	5
	iii. Research Significance	6
	iv. Relation to Similar Holdings in the West	10
	b. History, Scope, Duration	11
	c. Methodology and Standards	12
	i. Cataloging	12
	ii. Preservation	13
	iii. Digital Access	14
	d. Work Plan	16
	i. Year One, first 6 months	17
	ii. Year One, second 6 months	18
	iii. Year Two, first 6 months	18
	iv. Year Two, second 6 months	18
	e. Staff	19
	i. Cataloging	19
	ii. Preservation	20
	iii. Digital	20
	f. Dissemination	21
II.	History of Grants	22
III.	Budget	see attached
IV.	Appendices	see attached
	A. List of recommended titles for preservation from Dr. Zhang Jai-qu	
	B. Dr. J.S. Edgren’s narrative describing the collection	
	C. List of recommended titles for preservation from Dr. J.S. Edgren	
	D. Examples of inaccurate old catalog records	
	E. Examples of newly created catalog records	
	F. Treatment proposals	
	G. Screen capture of data entry form	
	H. Sample of web portal title page	
	I. Sample image from digital gallery	
	J. Letter of Support from Dr. Lauren Pfister	
	K. Letter of Support from Dr. Jorchin Ho	
	L. Chinese Language Librarian job description	
	M. Library Technical Assistant job description	
	N. Conservator job description	
	O. Letter from Dr. Joshua Greenberg certifying the Library’s digital practices	

The New York Public Library

Narrative

Collection Significance

The New York Public Library's Chinese Rare Book collection is among the most comprehensive in the United States and includes some of the most rare materials in the field in the West; the collection totals 1,000 titles with 1,500 volumes. Through this project, the Library seeks to catalog the entire collection with funds from NEH and related cost-share. Books to be cataloged include James Legge's hand-written concordance to his *The Chinese Classics*, one-of-a-kind hand-written books from one of the greatest nineteenth century Chinese literary commentators, Wang Tao, and Legge's personal copy of the Taiping Rebellion pamphlets; other groups of rare books include the Ming Dynasty Buddhist sutras, early Qing Dynasty editions of Japanese commentaries on the Confucian classics, and several beautifully illustrated painting manuals from the Qing Dynasty.

James Legge Library

James Legge is, without doubt, one of the most important figures in Sinology, and yet his full legacy cannot be understood until scholars are made aware of the materials Legge himself used in his scholarship. Legge was a pioneering, 19th century British Sinologist and the first Chair of Chinese Language at Oxford University. He is known primarily for his translations of the Chinese classics into English, in particular, *The Chinese Classics: with a Translation and Exegetical Notes*, 1861, and *The Chinese Classics: with a Translation, Critical and Exegetical Notes, Prolegomena, and Copious Indexes*. Legge was also a major contributor to Max Muller's *Sacred Books of the East*, translating most of the Chinese classics for this set between 1879 and 1891. Legge laid the foundation for the study of the Chinese classics in the English language, and although numerous translations and commentaries have appeared since his time, his editions are still in print, still widely read and consulted, and have by no means been superseded or outdated. Dr. Jor-Chin Ho, of Ann Arbor, Michigan, who visited the Library in 2002 and spent several weeks studying the Legge materials, noted, "while the other scholarly translations have their merits, Legge's translations come closest to the original Chinese texts in terms of structure, notes and Confucian interpretation. For this reason, Legge's translations are still the best for the study of Chinese classics after 140 years."

Legge was a classic nineteenth century missionary-scholar, who was dedicated to bringing Christianity to the Chinese people, as well as seeing common, universal themes uniting classical Chinese philosophy with Christianity. He served as a missionary in China from 1839 to 1867 and was able to form close relationships with many influential leaders of the time. Over his lifespan, Legge managed to amass one of the greatest collections of Chinese books from this time period, which he kept in his personal Library in England. Two years after Legge's death in 1897, his library was put up for sale in London by Luzac & Co. Wilberforce Eames, a librarian with The New York Public Library, purchased over 200 titles, containing 400 volumes, from Legge's collection at the sale. Shortly after, in 1909, Eames sold these books to the Library, and it is these materials that form the basis of the Library's current Chinese language rare book collection. Providing context for the provenance of this collection, the Library owns the original Luzac & Co. sale catalog, which contains the copious notes made by Wilberforce Eames in the margins, noting books that were already sold or books he had ordered.

Legge's collection has important materials related to Chinese literary history, ranging from the creation of the Confucian canon of literature during the final three centuries B.C., up through the Taiping Rebellion pamphlets (1850-1864 A.D.). The sales catalog notes enable scholars to study the origins and history of this great collection, which has significance for understanding Legge

The New York Public Library

himself, his personal library, and his work as a translator of one of the greatest and most enduring translations of the Chinese classics into English, as well as Wilberforce Eames as a collector, and the impact his collecting had on the Library's collections.

Among the truly remarkable books in this collection are Legge's personal *Concordance (Jiu jing suo yin)* in twelve volumes, and his famous bilingual editions of the Chinese classics, mentioned above, annotated in his own hand in both Chinese and English. The *Concordance* offers students and scholars a unique opportunity to study the handwritten notes of the translator as he worked to produce one of the great achievements in Western Sinology, and to reconstruct the intellectual and linguistic processes that are the foundation of this achievement. The *Concordance* will receive conservation treatment as a part of this project; all 12 manuscripts that make up this work are in poor condition. After preservation work is complete, the *Concordance* will also be digitized.

The Chinese *Book of Poems (Mao shi ji shi:san shi juan)* prepared at Legge's commission by his close friend, Wang Tao, a scholar, poet, and essayist from Suzhou, who sought refuge in Hong Kong in 1862 when suspected by the Chinese authorities of collusion with the Taiping rebels, is one of the most remarkable titles in the collection. This book is unique and of great interest to scholars of Western Orientalism because it credits Wang's work at a time when it was commonplace for Western Orientalists to publish under their own names work that had in large part been prepared by learned local (that is, in this case, Chinese) scholars, trained in traditional methods. In many cases the Chinese scholar was not given proper credit, or perhaps went entirely uncredited; according to Norman Girardot, this was not the case in Legge and Wang's working relationship. Girardot notes, "Legge may even be seen to be an innovator in the ethics of cross-cultural scholarly attribution."¹ Girardot notes in this same context that other nineteenth century Orientalists, such as Max Muller, with whom Legge collaborated, were not as conscientious as Legge in giving proper credit to native collaborators. Wang Tao's *Li ji*, or *Book of Rites*, formed part of the foundation for Legge's translations that became *The Chinese Classics*, and constitutes Wang's collected commentaries on the *Li ji*; in *The Chinese Classics* one can see frequent reference to Wang's textual interpretations in the footnotes. *Book of Poems* will undergo conservation treatment; many of these volumes have undergone previous conservation work, though additional work is necessary to return them to a form that is stable enough to be digitized or handled by the public.

Another important collection of items in Legge's collection is his personal copy of the famous and very rare set of 24 pamphlets issued by the Chinese Christian/Messianic rebels in the Taiping Rebellion of 1850-1864. These woodblock-print pamphlets are the primary documents of the movement that almost succeeded in overthrowing the Qing Dynasty. The rebellion's leader, Hong Xiuquan, the self-proclaimed Heavenly King, claimed to have received inspiration directly from God. It is estimated that between 20 and 30 million Chinese lost their lives as a result of this catastrophe, which marks it as one of the most disastrous, and important episodes in Chinese history. The pamphlets outline the rebellion; beginning with an official announcement of the establishment of Jinling as the kingdom's capital city (now Nanjing), they describe what God wants, the power God has, and how to lead the people to revolt against the evil reign, denouncing the Qing Dynasty. The pamphlets also include a calendar, used to keep the seasons in order to determine the time of sowing and to trace weather patterns. These materials are truly significant as they provide

¹ Norman J. Girardot. *The Victorian Translation of China: James Legge's Oriental Pilgrimage*. Berkeley: University of California Press, 2002.

The New York Public Library

exceptionally early printings of some of the great classical commentaries, and were used by James Legge himself in preparing *The Chinese Classics*. The pamphlets themselves have great artifactual value from the point of view of the layout and design. Because the pamphlets are of such high informational and artifactual value, they will undergo conservation treatment to ensure that they are stable enough to undergo digitization and to be handled by the public. The pamphlets are extremely rare, but not totally unique; however, the Library's is the only collection of pamphlets of this magnitude of completeness in North America.

An interesting feature of the James Legge Collection is the presence of a number of early Japanese editions of Chinese classics, with the Chinese text and commentary in the Japanese script known as *Kanbun* written between the lines of Chinese text to indicate word order. One of these titles is the *Li ji ji shuo* (*The Book of Rites with Collected Commentaries*), published in 25 parts in 1664. These volumes will also undergo preservation work in that 23 of the 25 manuscripts are in very poor condition and much of the paper needs to be rehumidified. The other title is *Yi jing ji zhu* (*The I Ching Annotated*), by Cheng Yi, a Song Dynasty Neo-Confucianist work in 13 volumes. Both titles are rare, with the latter being one of only two copies in North America; the other resides at Harvard University's Yenching Library. Since Confucianism was adopted as a way of life or conduct in Japan, Korea, and Southeast Asia, the presence of Confucian commentaries gives Western and East Asian scholars insight into the nature and practice of Confucian scholarship in these countries.

Other works in the Legge collection include information on local history and geography, meteorology, royal family biography and genealogy, politics, laws and regulations, tradition, customs, military, medicine, agriculture, zoology, botany, and more. Several of these books are based on ancient sources and therefore represent some of the most valuable reference sources for scholars of ancient China in later ages. *Xing li da quan* by Hu Gang is a book on Neo-Confucianism, which has profoundly influenced philosophical thinking in China, containing many Confucian scholars' writings in poems and essays, and covering important philosophical thoughts of philosophers. An important chronicle of the Song Dynasty, *Wen xian tong kao* by Ma Duanlin (c. 1254-1323 B.C.), includes information on land taxation, currency, residential registration, election, schools, officials, ancestral shrines, royal genealogy, imperial court, music, and criticism of documents of the Confucian classics, among other important subjects, which is an unparalleled primary source for historians.

Items from the Ming Dynasty discuss classical learning, clan genealogy, and Confucian orthodoxy. A palace edition of *Qin ding Shou shi tong kao*, dated 1742, includes information regarding seasons, soil, grains, cultivation, domestic animals, silk worm raising, documents of regulations, and laws, and is one of the very important sources regarding farming and agricultural technology in China during this period. Finally, the collection also contains *Lu shi*, a history of China from ancient times to the beginning of the Shang Dynasty (1766-1122 BC), which includes ancient history, geography, cultural history, and family history mixed with some old Chinese myths.

Other Rare Materials

The Library's holdings include many other rare Chinese materials that supplement and complement the Legge titles; 770 titles, nearly 1,100 volumes, of these complementary materials will be cataloged as part of this project. For example, Ming Dynasty Buddhist Sutras provide an interesting contrast and comparison with later Buddhist illustrations in the mid-nineteenth century album of silk paintings of the Buddhist Lohans (saints), *Shi liu luo han*, which is part of the Legge collection. The

The New York Public Library

Ming Dynasty Sutras include a group of extremely rare and interesting illustrated works; all are woodblock printed, some with handwritten rubrics, including the Tibetan prayer dedications or Mantras on the backs of the figures of the Buddha and other sacred figures illustrated in the frontispieces of each Sutra. These brocade covers are widely known and admired as examples of artisanship in silk and design motifs and are particularly valued because of their creation during the Ming Dynasty. The frontispiece shows a very fine drawing of the Buddha preaching to ten disciples and a worshiper seated in front of the Buddha. A distinctive feature of one of the titles, *Ci bei dao chang*, is the presence of remarkable woodblock printed illustrations at the beginning of each volume, with a vignette introducing the content of that volume, rather than the single illustration in the first volume only that is usual with the other Sutras of this genre. Another exceptionally beautiful title is *Shi liu luo han*, an album of sixteen paintings of the Buddhist Arhats (saints) in gold ink on dark blue silk, from circa 1850. These beautiful and unique characteristics make these sutras particularly significant artifacts that require special care in preservation and conservation. *Shi liu luo han* will undergo between 35 and 50 hours of preservation treatment in order to allow for successful digitization. Another sutra, *Jingang bore boluomi jing*, or *Diamond Sutra*, part of the Library's collection, is dated to 1600 and is quite beautiful, featuring gold writing on blue paper with a red silk cover. Pages depict Buddha as well as archaic Tibetan characters and prayer poses, and text also includes Tibetan prayers. This beautiful sutra is in fine condition, but will undergo between 15 and 18 hours of preservation in order to ready it for digitization and public use.

The Asian and Middle Eastern Division also has several editions of Qing Dynasty *Mustard Seed Garden Manual of Painting*. The first five volumes contain guides to the painting of landscapes. Each volume retains its original cover, title colophon, and a red collectors seal, which date from the eighteenth century. This book is one of the most famous and influential types of Chinese illustrated books on painting technique and had great influence on the development of the Japanese painting style known as ukiyo-e.

The *Qin ding shu jing tu shuo* is an imperially commissioned illustrated edition of the Classic of History (*Shu jing*), published in Beijing in 1905 in fifty fascicles with 511 fine lithographic illustrations with imagery. This work stands out as the prime example of lithographic printing produced at the Wuyingdian Imperial press in the Forbidden City. The Forbidden City was the imperial palace of the Qing Dynasty emperor, his family, and court. According to the catalog of the exhibition at the Bibliothèque Nationale in Paris, *Impressions de Chine* by Monique Cohen and Nathalie Monnet (1992), where another exemplar was published, this title may have been the final publication of the Wuyingdian before the collapse of the Qing Dynasty in 1911.

Research Significance

The Asian and Middle Eastern Division offers patrons from across the globe, an international community of scholars and the public alike, access to a world-renowned collection of Orientalia, including information on cultures and in languages of East Asia, South Asia, the Middle East, and the Ancient Near East. Serving world-renowned authors, graduate and undergraduate students, artists, designers, internationally known scholars, and the general public, the readership of the collections of the Asian and Middle Eastern Division continues to grow. Last year alone, the Division hosted 12,800 readers, over 5,000 of whom used the Chinese collections.

The Library's Chinese language collections are quite diverse, encompassing contemporary publications, newspapers, and art materials that complement the works to be treated as part of this

The New York Public Library

grant. The imprint dates for the items in the collection to be cataloged are the Ming (1368-1644 A.D.), and Qing (1644-1911 A.D.) Dynasties, both of which are of exceptional importance in the publication history of Chinese books. The time periods covered in the books go back to much earlier periods, since many titles' subjects are summaries of earlier Chinese history, surveying the history of Confucian doctrines, moral, agricultural, literary, and family histories, as well as astrology, religious customs, medicine, politics, and other topics. The historical dynasties covered in these Ming and Qing Dynasty books are mythological periods of Chinese history, such as the Xia (2100-1600 B.C.), then the Bronze Age of the Shang (1600-1100 B.C.), and Zhou (1100-771 B.C.) Dynasties, then to the Qin Dynasty (220 B.C.-207 A.D.), and finally to the great classical periods of the Tang (618-907 A.D.), and Song (960-1127 A.D.) Dynasties.

The Chinese rare book collection, in the context of other collections in the Asian and Middle Eastern Division, gives scholars an extraordinary opportunity to chronicle Asian and Chinese tradition over a long period of time. For example, contemporary scholars and general readers in Buddhism, who have demonstrated interest in the very early Ming Dynasty editions of illustrated Buddhist Sutras, in both woodblock printing and beautiful hand-written versions, each with Tibetan Mantras, have access to complementary materials from the Library's extensive collection of contemporary Tibetan Buddhist materials. Additionally, there are important Chinese titles that provide insight into religious conditions, painting practices, and other traditions in the eighteenth and nineteenth centuries. Beyond Chinese history, literature, art, and religion, these collections also relate to the study of other Eastern cultures, including Japanese and Korean translation, literature, and painting, as well as Western Orientalism in the nineteenth century.

Some of the most important holdings for scholars of Chinese studies, or Sinology, are the many editions of the Chinese classics, including the *Four Books* (*the Analects of Confucius, the Great Learning, the Doctrine of the Mean, and the Works of Mencius*) and the *Five Classics* (*the Book of Rites, the Book of Poetry, the I-Ching, the Spring and Autumn Annals, the Classic of History*). Given the fact that James Legge used all of these editions of Chinese classics as the foundation for his own enduring translation of *The Chinese Classics*, scholars from a wide range of Sinological and humanities disciplines can achieve deeper insights into Legge's important translation work by studying these materials. At the same time, using these works, scholars can pursue deeper studies into the nature of translation work in general, cross-cultural borrowing, and the way in which world literatures are transmitted from the originating culture into receiving cultures. Scholars and historians of Chinese literature can also help to trace the popularity and transformation of classics within Chinese culture, as well as other Eastern and Western cultures.

The depth and breadth of these collections is demonstrated through collections that supplement and complement the Legge materials. In particular, the *Qin ding shu jing tu shuo*, the imperially commissioned illustrated edition of the Classic of History, published in 1905 in the Forbidden City, further extends the collections' reach within various scholarly communities. For example, historians who study the transmission process of a single text or text type over centuries of time can trace text changes, and how a text was received and interpreted in different times, in different communities, under different political regimes, and in different reading and publishing contexts. A text of this relatively recent printing date can offer excellent comparison with Legge's own handwritten Concordance to his version of *The Chinese Classics*, which is not illustrated. The 1905 version of the *Qin ding shu jing tu shuo* brings the work to life with illustrations, which have a history

The New York Public Library

themselves, going back many centuries, allowing for another potential for the study of this text, once it is preserved, cataloged, and digitized.

Art historians and other scholars studying images from these periods will also be able to access other relevant materials represented in the collection, including the multiple editions of the *Jie zi yuan hua zhuan, the Mustard Seed Garden Manual of Painting*. These painting manuals had great influence on the development of Japanese painting techniques in the Edo Period (1603-1858). This group of materials will be of interest to scholars of Chinese and Japanese art, and to scholars considering the profound influence that Japanese Ukiyo-e painting had on the development of Western art in the nineteenth century.

Additionally, the Library's collection of Ming Dynasty Buddhist sutras will attract the attention of scholars of religion, including the various schools of Buddhism, particularly that of the esoteric Tibetan schools. The 1600 CE Buddhist Diamond Sutra, *Jin gang bo re bo luo mi jing*, features archaic Tibetan mantras written beautifully in red ink on the reverse of an initial illustration of the Buddha preaching the Diamond Sutra to his disciples, which highlights the deep impact that Tibetan schools of Buddhism had on the Chinese imperial and religious systems during the Ming Dynasty. This volume is a unique, one-of-a-kind manuscript. Its calligraphy and painting styles are exquisite. At the same time, the collection includes a number of Ming Dynasty illustrated Buddhist Sutras in woodblock printed format including numbers 103 and 105 on the master list of Zhang Jia-qu (Appendix A). Once cataloged, preserved, and digitized, scholars of religion, art history, printing, and calligraphy can study these two distinct types of Buddhist Sutras that come from the same Dynasty, comparing illustration styles, calligraphy with woodblock printing, and printing techniques.

The Taiping Rebellion pamphlets document one of the most important, disastrous, and controversial events in Chinese history. Happening as it did in the middle of the nineteenth century, its reverberations are still felt in China today. Even today, the study of the event itself is surrounded in debate, due to differing interpretations by various historians. To some historians, several of the "Wangs," that is, the Rebellion's generals, were heroes, while to others they were traitors. Consequently, The New York Public Library's Asian and Middle Eastern Division has been encouraged by many scholars, including colleagues at the East Asia Library at Yale University, who are aware of the Library's Taiping holdings, to catalog and digitize these important pamphlets in order to provide local, national, and international scholars of recent and contemporary Chinese history and social movements with wider access to this important group of primary documents.

Though the majority of the pamphlets are written in Chinese, they give great insight into the process of cross-cultural exchange, of the processes by which Chinese classics, Chinese works of art, printing techniques, and religious movements such as Taoism, which have had an enormous impact in the West, have entered world literature and thought. Legge himself was perhaps the leading 19th century figure in the transmission of Chinese literature into the West. He considered Confucianism as a religion, "Ruism," in Chinese, whereas Chinese scholars have always viewed Confucianism as a kind of philosophy governing the conduct of one's life. More and more today, scholars in China are adopting Legge's views of this debate and would benefit greatly by having access to this important collection.

The Library's Chinese Rare Book collection overall appeals to scholars of Chinese literature, history, art, and religion; other Eastern scholars and scholars studying East-West relations and

The New York Public Library

communications; as well as to researchers studying the process of translation itself. Over the years, several scholars have used the rare materials, but not nearly as many as the Library expects will seek out these collections after they are properly cataloged and preserved. The Christian and Biblical aspects of Legge's work in relation to *The Chinese Classics* have been extensively studied in the Asian and Middle Eastern Division by Dr. Lauren F. Pfister of the Hong Kong Baptist College. Dr. Pfister has published articles on this research in *Sino-Western Cultural Relations Journal* (1990-1991), the Japanese Journal of Sinology (*Chugoku Koten Kenkyu*), and at the annual meeting of ICANAS, in Toronto, Canada, among others. Dr. Pfister was also a close collaborator on Legge studies with Norman J. Girardot, the author of *The Victorian Translation of China: James Legge's Oriental Pilgrimage*. The presence of the Legge collection in the Asian and Middle Eastern Division had been noted in the *Guide to the Research Collections of The New York Public Library*, compiled by Sam Williams, 1975. Other notable scholars who have used the Legge materials include Dr. Jor-Chin Ho, Norman J. Girardot, and John Minford and Joseph S.M. Mau, editors of the *Classical Chinese Literature: An Anthology of Translations*.

Despite this use, it is critical that the Library catalog the materials in the collection so that more researchers will be able to locate these unique and rare books more easily and more frequently use the collection for their work. The need to make these works more accessible is evidenced in the work of the editor of *Facsimiles of Twelve Kinds of Publications of Taiping tian guo*, who visited the Library of Congress, Harvard, and Yale University libraries to search for Taiping pamphlets, finding none. He makes no mention of The New York Public Library in his publication, which gives further justification for the proper cataloging of these materials, their addition to the OCLC bibliographic utility, and their digitization.

After this material is cataloged, scholars will be able to use and incorporate information from these primary sources into subsequent scholarly studies of subjects that are crucial to Chinese-language literary studies; modern Chinese history, such as the Taiping Rebellion; as well as to the scholarship of the translation of classic Chinese texts, Chinese art, Chinese printing and calligraphy practices, techniques, and influences (for example within the East Asian cultural sphere, such as the transmission of Confucianism into Japan—illustrated through the Japanese editions of Chinese classics in the Legge collection such as the 1664 *Li ji ji shuo* or *The Book of Rites with the Collected Commentaries*). Also, many of the titles in the Legge collection relate to his work on the translations of the Chinese classics, that is, his decades-long immersion in the Confucian canon, which resulted in his work *The Chinese Classics*, which is still widely used today. The works in this collection are extremely significant to scholars whose primary field of study is the ancient Confucian canon of literature, as well as problems of translation, of rendering a classic literary tradition of one culture into another language. More generally, the Legge collection and other Chinese rare materials will provide background on Confucian theory, Buddhist and Christian beliefs, Chinese classics, the evolution of translations, the history of text types and their transmission, Chinese printing and calligraphy styles, history, and influences, the transmission of Chinese art and illustration techniques into Japan, the history of Christianity in China, the transmission of Confucianism from China into Japan and many other topics. With materials organized and cataloged, researchers world-wide will be able to obtain access to the Library's collections.

The New York Public Library

Relation to Similar Holdings in the West

While many of the materials in the collection can be found in other libraries in the West, very few can be found in the United States or in digital formats. Several examples below describe items in the collection that are held in other Libraries in the world.

The Asian and Middle Eastern Division set of the Taiping pamphlets consists of 24 pamphlets, out of total number of 40 or more documents of that type that were issued under the highest authority of the Taiping leadership and is possibly the only set of this magnitude and number in North America. Other sets are held in the National Library of Australia; Oxford University; Cambridge University; the Bibliothèque Nationale, Paris; the British Library; Leiden University; and the Prussian State Library, and possibly others. Though many libraries possess copies of the Taiping pamphlets, there is no uniform way of numbering or organizing them, and there are textual variants among the pamphlets in the various sets. Yale University Professor Jonathan Spence, in his 1996 study of the Taiping Rebellion, *God's Chinese Son: The Taiping Heavenly Kingdom of Hong Xiuquan*, makes no reference to the set of Taiping pamphlets held in The New York Public Library, but refers instead to replicas published in China. With the Library's collection available to the public, scholars will be able to view original copies of the documents in the United States.

The Library holds 24 of the Taiping Rebellion pamphlets. In comparison, Cambridge University Library appears to have numbers 1-6, 8-13, 16, and 18- 24. The National Library of Australia (NLA) appears to have 1-13, 16, 18-19. The Cambridge University Library's records are very simple, only containing title and date, which makes it difficult to compare to the Library's collection. NLA has made full bibliographic records based on AACR2 cataloging rules and digitized their collection. However, the bibliographic records themselves, embedded within the contemporary bibliographic utilities, do not reveal important differences between and among the various sets. In surveying other collections of these materials, Library staff looked at the digitized images of those pamphlets, and realized differences from the Library's version of the pamphlets, even though the materials share the same dates. Those differences include the seals in red ink, paper layout, word variants, and text lines on pages, among other differences. Some of those differences are significant for scholars who identify and cite those sources in their research work. Once the Library's pamphlets are digitized, scholars will be able to compare these two collections virtually side by side.

Several other titles to be cataloged, preserved, and digitized as part of this project, like the *Li ji ji shuo* (*The Book of Rites with Collected Commentaries*) and *Tosho Ekikyo shitchu* (*The I Ching Annotated*), are extremely rare; *Tosho Ekikyo shitchu*, is one of only two copies in North America, with the Harvard Yenching Library holding the other copy. *Fo shuo ji hui zheng fa jing: wu juan* is also held by Princeton and Columbia Universities.

Other libraries that have holdings of some of these titles include the University of Michigan, the University of Minnesota, University of Chicago, and the University of California at Berkeley. Of these works, probably the single most rare title that the Library holds in the Legge Collection is the *Nanji zhi*, *Gazeteer of the Nanjing Area*, (1522-1566), which is held in this same edition by the University of Michigan (incomplete), the University of Chicago, and the National Library of China. Another example, *Xu wen xian tong kao*, or "Commentary on Governance and Administration," from the Ming Dynasty, is held by Harvard University, Columbia University, and the University of Hong Kong. Although other institutions hold a selection of the materials, no other collection in North America is as comprehensive. Additionally, The New York Public Library, as opposed to

The New York Public Library

university libraries, offers patrons access to the collections that is free-of-charge for scholars and researchers of all backgrounds, alike.

History, Scope, Duration

In preparation for the cataloging, preservation, and digitization project proposed herein, the staff of the Asian and Middle Eastern Division has made extensive studies of James Legge, of the importance of his work, *The Chinese Classics*, and of the role and influence of this work in the transmission of Chinese classical literature into the Western world. They also examined the role of Wilberforce Eames in bringing parts of the Legge collection into The New York Public Library, and the ways this collection has been used over the past one hundred years. They surveyed previous projects to catalog and preserve these collections, as well as the holdings of other libraries, and reviewed the entire collection of Chinese language rare books in the Asian and Middle Eastern Division's collections. They studied the history of the Taiping Rebellion, as well as its relationship to James Legge and the Wang Tao books, and within the context of the holdings of other libraries' Taiping materials. They examined the physical condition of the prospective titles and worked with staff members from the Library's Digital Library Program and the Barbara Goldsmith Preservation Division to prepare condition reports, develop treatment proposals (please find treatment proposals in Appendix F), and identify a prioritized list of titles that are in need of preservation and that are appropriate for digitization. The staff then determined which titles were of greatest use to researchers and decided to digitize materials only if they will be conserved, because of the potential damage that digitization could cause without proper conservation.

The Legge collection came to The New York Public Library after librarian Wilberforce Eames purchased a great deal of the collection at a private sale and shortly thereafter sold these books to the Library in 1909. Other items that will be cataloged were purchased in the early to mid-twentieth century through individual, purchase arrangements, while several were purchased recently at auction by Library staff.

Over the past 21 years, this collection of rare Chinese books in the Asian and Middle Eastern Division has been surveyed and evaluated by two prominent experts in the field of rare Chinese books. In 1986, Shanghai Chinese rare book expert Dr. Zhang Jia-qu spent several weeks evaluating the collection, and from that period of study created a list of 107 titles, many of which will be included in this project (a copy of this list can be found as Appendix A). Dr. Zhang organized the collection into categories that reflected what he felt were the most important in terms of informational (importance based on the content of the material), associative (importance based on the object's value as a part of a collection or with its association with an important person or time period), and artifactual (importance based on the physical value of the object regardless of content) values. He assigned each title a degree of rarity, as well as a level of conservation treatment needed. Several years later, in 1990, Dr. J.S. Edgren of Princeton University spent several weeks surveying the same materials, and added his comments to Dr. Zhang's, including revisions, and in some cases, differing opinions. Dr. Edgren assigned further evaluations of the rarity and of other analytic and descriptive categories to each item (a copy of his narrative and list can be found in Appendix B and C). The Library received a grant from the Henry Luce Foundation in 1991 to carry out several of the conservation recommendations of the two experts; during the work on this grant, the Library determined additional titles in the collection that have significant informational and associative value, along with lesser degrees of artifactual or rarity value, many of which have received no significant conservation treatment.

The New York Public Library

Many volumes from the Legge collection had been cataloged and appeared in the Dictionary Catalog, the retrospective collection in book form (800 volumes) of the Library's card catalog records prior to 1972. However, many from the records of the Asian and Middle Eastern collections were locally created in an out-dated Chinese language Romanization system with inadequate cataloging detail. Prior to 1972 and the conversion to a database, scholars could have searched the card catalogs and may have discovered the presence of these materials on-site, even though the cataloging information was inadequate. Now that this information has been converted to the Library's current online database, CatNYP, these records are difficult to find because there is no descriptive content information available in the electronic database.

In 1992, some of the items included in the proposed project were part of the Research Libraries Group's Chinese Rare Book cataloging project organized through Princeton University, which included books that are part of the official rare book definition for Chinese books, meaning only titles published before 1796. This narrow definition meant that many truly significant works in the collection, and some of the most rare books according to general rare book guidelines but published after 1796, including the Taiping Rebellion pamphlets, were not cataloged. Other titles that were not included as part of this project, but that are key works to be made accessible to scholars, were published as late as 1905, but are still exceptionally rare by standards of uniqueness. In addition, the cataloging of many of the titles included in the Chinese Rare Book project was inadequate or incomplete, lacking extensive content notes, required description of illustrations, and notes, and occasionally lacking so much information that it was difficult to even locate the materials (please see examples of current catalog records in Appendix D).

After the completion of these two projects, the collection was partially reorganized; many of the titles were shelved together in the climate-controlled book stacks of the Humanities and Social Sciences Library, located at Fifth Avenue and 42nd Street, and some were moved to ReCAP, the Library's climate-controlled off-site storage facility in New Jersey. The majority of materials are currently housed in stacks near the Asian and Middle Eastern Division and are generally organized which will expedite catalogers' preliminary work on this project.

Methodology and Standards

Cataloging

The goal of this project is to catalog approximately 1,000 titles of Chinese rare books in the Asian and Middle Eastern Division collections. Many of the materials have been examined, evaluated, and sorted previously; some of the materials had been inadequately cataloged and will need to be re-cataloged completely. For this project, staff will fully catalog materials according to the *Cataloging guidelines for creating Chinese rare book records in machine-readable form* (abbreviated *Guidelines*). *Guidelines* was published by the Research Library Group and is a direct outcome of several years of dedicated work and cooperation by numerous experts in the fields of Chinese cataloging and rare book bibliography.

Currently, the Library houses more than 120 titles of Chinese rare books, according to the definition specified in the *Guidelines*, which classifies rare books as those produced in China before 1796. All of these titles remain inaccessible to the public. For these books, the Library will strictly follow the *Guidelines*, and at the same time use the Pinyin Romanization rules for cataloging the Chinese materials. So that the materials can be located easily in OPAC, the Library will also use this system

The New York Public Library

for all titles produced between 1796 and 1911, approximately 850 titles, which follows standard practice by many other libraries and discussed at meetings of the Council on the East Asian Libraries.

By providing detailed information in preface and forewords, names of private collectors and collections, layout of paper, lines (from top to bottom) of text on each page, characters in each line, and more, the new catalog records to be produced will reflect the titles more accurately, making it easier for researchers to discern important differences in holdings at various libraries (please find an example of a new catalog record in Appendix E). Library staff will add these newly created bibliographic records to CATNYP (the online **C**atalog of the **N**ew **Y**ork **P**ublic Library's **R**esearch **L**ibraries) and to OCLC (Online Computer Library Center). The entire collection must be cataloged; 65 percent of the collection needs original cataloging, 15 percent copy cataloging, and 20 percent complicated copy cataloging. The complicated copy cataloging refers to records that do not exactly match the item in the collection, but can be used as a reference, which the cataloger will need to verify and input different information. For example, some of the Taiping Rebellion pamphlets fall in the category of complicated copy cataloging, since there are three pamphlets with missing title pages, for which the cataloger will need to create new catalog records. Please find examples of new and old catalog records in Appendix D.

Preservation

The Library's Barbara Goldsmith Conservation Laboratory (GCL) is a comprehensive treatment facility offering a wide range of examination, analytical, and treatment activities for rare and special collections. GCL staff members conduct physical and chemical conservation treatment of works on paper and parchment, including but not limited to books, pamphlets, albums, scrapbooks, maps, manuscripts, prints, drawings, musical scores, posters, photographs, and other objects.

In April 2007, staff of the Preservation Division conducted a preliminary condition survey of 540 titles from the Chinese rare book collection, representing approximately half of the collection. Staff examined the collection materials on site in the Library stacks. The total count of volumes that exhibited predetermined housing types, binding styles, and physical condition types were tabulated for each shelf in the stack. An overall condition rating of 0 to 3 (0=adequate, 1=minor damage, 2=major damage, 3=extreme damage) was assigned to each shelf based on the combined condition status. These condition types included oversewn bindings, tears, loose pages, brittle paper, insect or pest damage, mold damage, and/or unusable volumes. A volume was considered unusable if the cumulative physical damage was substantial enough to prevent any kind of handling, whether by Library staff or researchers.

This preliminary condition survey found that over half of the volumes were oversewn and access to text near the gutter was restricted. A significant majority, 75 percent, of the collection is printed on extremely brittle paper, contributing to the extreme tears and split fore-edge folds found in just over half of the volumes surveyed. Loose pages were found in 40 percent of the volumes. Insect damage, when found, was severe and extended throughout the textblock. Overall, the average condition rating for the items surveyed was 1.9, indicating that the collection as a whole exhibited significant physical damage. A condition rating of 2 or 3, indicating major to extreme damage, was assigned to 60 percent of the shelves surveyed. This survey also found that approximately 15 percent of the volumes assessed were unusable due to extensive tears, old insect damage, and highly brittle paper. This means that any use of those items

The New York Public Library

will further damage or destroy the materials permanently. Reformatting these items is a high priority for the Library and will be addressed as funds are available. The catalog record for each of these items will include a note closing public usage of this material until reformatting or other appropriate treatment can be accomplished.

Over half of the collection was rebound in the early- to mid-20th century in Western-style, oversewn library cases. This binding style, together with the 19th century materials prevalent throughout the collection, contribute to the poor physical condition of most of the collection. The original format for a typical volume in the collection was an Asian-style accordion-folded, side-sewn pamphlet. The pamphlets were collected and rebound in Western-style library cases presumably during the 1930s. Various campaigns of preservation and conservation work on portions of the collection have been undertaken since then and have produced preservation treatments ranging from phase boxes to rebinding in Western Style. The survey findings reveal that there are some materials in the collection that need little or no conservation work, yet the majority need extensive conservation treatments to ensure that handling and use will not contribute to further physical deterioration.

For this project, the Library has selected six titles (composed of 93 individual volumes) to physically stabilize through conservation treatment. These titles, which will also be digitized and made accessible online to help avoid further deterioration from handling and use, were chosen from among all of the materials that require conservation because of their informational, associative, or artifactual value as determined by the staff of the Asian and Middle Eastern Division. Proposed treatments for the items are based on the needs for each respective volume. For example, friable media on the mid-nineteenth century album of silk paintings of the Buddhist Lohans (saints), *Shi liu luo han*, and the Chinese Buddhist sutra *Tripitaka* are vulnerable to flaking and abrasion. Previous pressure-sensitive and paper tape repairs obscure overlapping text in Tao Wang's *Mao shi ji shi:san shi juan* (the *Book of Poems*). Split fore-edge folds, tears, and insect damage restrict safe handling of the *Book of Poems*, the *Li-ji* (*Book of Rites*), and Legge's personal *Concordance* (*Jiu jing suo yin*).

Conservation treatment will address the issues noted above, contributing to the physical stability of those volumes and allowing for safe handling of the volumes during cataloging and digitization, and ensuring researcher access to the materials. All conservation treatment will be performed in accordance with the American Institute for Conservation of Historic and Artistic Works (AIC) *Code of Ethics and Guidelines for Practice*. All treatments will be documented in written and photographic formats. The condition reports and treatment proposals for the six titles selected are included in full as Appendix F.

The New York Public Library is committed to continuing the conservation treatment of the remaining materials identified in the Chinese Rare Book Collection, and will seek to complete this work in the future.

Digital Access

The New York Public Library's *Digital Gallery*, digitalgallery.nypl.org, available online, free of charge, from anywhere in the world 24 hours a day, contains nearly 600,000 images from the Library's collections. The Library will digitize all of the material that is undergoing preservation treatment (six titles and 93 volumes) as a part of this project. The pages to be digitized from the rare books contain both text and images and are important both for their aesthetic and informational content. Full-page images of the books will appear in the *Digital Gallery*. The Library is currently

The New York Public Library

developing digital page-turning software that it will employ so that images from a bound text appear in a form that is most similar to its original context. The titles will be searchable by subject or title browsing on the *Gallery*. As noted above, digitizing these works will not only help ensure the future preservation of the materials by cutting down on the handling of the actual works, since most scholars will find the digitized images of the books to be sufficient for their research purposes, but will exponentially increase the number of scholars who have access to these resources.

The Library's catalog is the fullest and most structured access to the collections and provides the basis for bibliographic metadata for digitized materials. Catalog records will be extracted in XML format to a staging area where they will be parsed and reorganized for loading into an Oracle database. The bibliographic records (once in XML format) will be assigned unique identifiers in the database. Each identifier refers to a bibliographic record.

New bibliographic entries or additions will be managed under the direction of the Library's Metadata Coordinator, who will serve as a resource person for Library staff in the proper use of the data entry and retrieval screens. Naming conventions and identifiers will be automatically generated as items are digitized and technical metadata will be added. The Library will also add administrative metadata based on the location and access of the digital library. The METS (Metadata Encoding and Transmission Standard) protocol will be used to provide the XML structure to track and migrate digital materials through several generations and physical relocations.

The creation of descriptive metadata will be administered through the Library's Metadata Creators Interface, a web-based application that allows for remote data entry and classification using a suite of tools including searching, creating, updating, linking and editing metadata records. (See Appendix G for a screen capture of the data entry form.) The Library's metadata standards are in accord with all Dublin Core Standards.

The Library will digitize images and text in its own lab, which uses a variety of capture devices. Archival images will have a grayscale and color (Kodak Q13 or Q14) bar, and metric or inch ruler placed along the margins of the long dimension; these may be layered to save margin space. Service files will be cropped to extract all extraneous image margins so that no cropping of the physical item shall occur for any files.

The archival image files will be digitized at 12 bits per pixel or higher and converted, processed and written to files at 8 bits per pixel depth. The Library will employ the use of black and white levels, gamma, and look-up tables to provide complete control of the composition, color, and tonal range and values of the image as it is digitized and processed. The service files will be sharpened to a level 4 and scaled during post processing to pre-process them for the later production of derivative files for web presentation. The archival and service images will be written in TIFF format with TIFF version 6.0. The archival files will be retained as the files of record and a unique and persistent identifier will be assigned to the digital object to ensure continued access to the electronic content.

Technical metadata including the file format, the pixel array, the color space, the targets, and the device will be entered at the time of digital capture; these specifications will be stored in an Oracle database in XML format to ensure greatest flexibility of delivery. The compressed web images will be cut by the Library's Digital Imaging Unit. Thumbnails will be written in *.GIF and enlargements in *.JPG format, respectively. All web files will be transferred to the Digital Library Program's web

The New York Public Library

server and indexed through an Oracle database. Staff will inspect the accuracy of file names and directories for all digital images produced under their supervision, and for quality control through a three-stage process.

The Library has made provisions for indexing and organizing digital files for long-term accessibility and usability. The Digital Library Program generates a unique identifier for every file of record, which is maintained in a memory map and is a re-direct to either real storage or a proxy server, depending on user permissions and application. For the materials to be digitized as part of this project, the Digital Library Program will generate an MD5Checksum for every file of record. The numeric identifiers will be statistically sampled before and after migration or re-location, and bit checking will be done routinely.

The Library houses its archival TIFF images in a 60 TB extensible Storage Area Network; digital files produced in the Digital Imaging Lab or received from outside vendors are processed through a series of steps. The first step is verification of visual quality, color fidelity, and acuity. Files that pass the visual review are then cropped (color bars and rulers removed) to produce a service tiff, which is then sent for sampling. Four derivative files, one gif, two jpegs, and one SID (wavlet) file are produced from the service file. All derivatives are then visually inspected and arranged into packets of six files, one archival, one service, one gif, two jpegs and one SID, which are deposited in a “hot” folder to be accessioned into the archive. Each file is verified for its format integrity and MD5 Checksums are generated. All files and file dimensions are logged into the FileStore database, which manages the hard storage, and archival files are written to the archive SAN. Derivative files are written to the presentation servers for quick delivery to the web, presentation servers are load balanced, and there are three complete copies of derivative files. Archival storage is backed up incrementally daily and complete backups are run on a regular schedule, and finally, all tapes are taken from the backups are shipped off site to a secure facility.

Additionally, the Library is in the process of implementing a Fedora repository to manage the technical and structural metadata for its digital assets. The Fedora repository will also eventually replace the FileStore applications currently run elsewhere. All Fedora objects that are currently in the repository, 500,000 total file records, conform to the PREMIS specifications for Digital Preservation metadata. The Fedora objects have also been validated, verified, and digitally signed (signature in Fedora) by the JHOVE set of software.

Bit integrity and long term preservation of digital assets is a serious concern for the Library. Currently the Library plans to implement new preservation practices that modify the backup and offsite storage procedures to include regular electronic measuring and evaluation of hard storage. Bibliographic data for digital objects is stored in an Oracle database. Data structures and data values are routinely backed up to tape and sent off site, restores have been exercised and disaster preparedness is in ongoing development.

Work Plan

John Lundquist, the Susan and Douglas Dillon Chief Librarian of the Asian and Middle Eastern Division, who will serve as Project Director for this grant, will coordinate the workflow of the project with the Head of Conservation Treatment and the Head of Digital Imaging. Once materials are cataloged, they will be sent to the Conservation Lab (GCL) for treatment. Treatment will be based on the condition reports and treatment proposals appended to this project proposal. For

The New York Public Library

materials that are also to be digitized, the GCL staff will coordinate the workflow of collection material between the GCL and the Digital Imaging Unit and to specify the handling and other physical considerations to ensure the safety and stability of objects being digitized. Once digitized, materials will be returned to the Asian and Middle Eastern Division for re-shelving and storage.

Cataloging will take place throughout the two years of the project; coordination with Conservation and Digital staff is important to ensure that materials are handled, viewed, organized, and labeled appropriately. Each title will take between 30 minutes to four hours to catalog, depending on the rarity of the item and the complicated nature of the record, meaning the cataloger will average between two and 14 titles per day.

The conservation and digital portions of the project will conserve six titles, containing 93 volumes, which will take 1,800 hours of work in the conservation lab. After the items are in safe condition for handling, they will be transferred to the digital labs for scanning and transfer to digital format, and ultimately, to be added to the Library's website.

The Library's Digital Library staff will create a web portal for the Chinese Rare Book project (see Appendix H for a sample title page). The portal will be accessible through multiple points on the Library's website, including a Digital Library page and the Asian and Middle Eastern Division's homepage, and will provide access to the six titles, which equates to approximately 8,700 spreads, or images of two consecutive pages when the book is open, to be digitized as part of this project. Scanning and digitizing these spreads takes approximately six minutes per spread, which equates to 23 weeks of work. There will be an introductory page characterizing content and points of access and a changing "slide show" of images (see Appendix I for sample image) from which patrons will be able to perform subject and/or keyword searches and view content. Within this project-specific web portal, albums may be organized according to broad thematic content. Pictorial images will be linked to the text pages to provide context. Viewers will also have the option also of simply viewing the contents of an album sequentially.

The work plan is broken down into six-month increments below.

Year 1, First 6 Months (July-December 2008)

Cataloging

- Hire staff, orient to NYPL and Asian and Middle Eastern Division, provide any necessary training.
- Determine cataloging priorities, with consideration for materials to be preserved and digitized.
- Conduct grant review meetings to review progress and identify any potential problems.
- Liaise with Digital Library and Conservation staff.
- Prepare and track budgets, maintain project records.
- Begin cataloging materials.

The New York Public Library

Preservation

- Hire staff, orient to NYPL and review standards for conservation treatment of the collection materials.

Year 1, Second 6 Months (January-June 2009)

Cataloging

- Continue to catalog materials.
- Review spending, prepare and track budgets, and maintain project records.
- Conduct grant review meetings to review progress and identify any potential problems.
- Liaise with Digital Library and Conservation staff.
- Prepare first interim report to NEH.

Preservation

- Receive first batch of books for conservation treatment.
- Commence conservation work.
- Participate in grant review meetings.

Year 2, First 6 Months (July-December 2009)

Cataloging

- Continue to catalog materials.
- Conduct grant review meetings to review progress and identify any potential problems.
- Review spending, prepare and track budgets, and maintain project records.
- Liaise with Digital Library and Conservation staff.
- Prepare second interim report to NEH.

Preservation

- Continue to receive materials for conservation.
- Continue conservation and preservation work on collection materials.
- Work with Project Director to coordinate conservation and cataloging with digitization.
- Participate in grant review meetings.

Digitization

- Work with Project Director to coordinate conservation and cataloging with digitization.
- Participate in grant review meetings.
- Begin to develop Web Portal.

Year 2, Second 6 Months (January-June 2009)

Cataloging

- Finish cataloging materials.
- Conduct grant review meetings to review progress and identify any potential problems.
- Review spending, prepare and track budgets, and maintain project records.
- Liaise with Digital Library and Conservation staff.
- Prepare third interim report to NEH.
- Disseminate information about project completion internally and to the scholarly community.

The New York Public Library

Preservation

- Complete preservation and conservation treatment work.

Digital

- Complete digitization
- Complete web portal
- Review metadata for accuracy

Staff

Cataloging

Dr. John M. Lundquist has served as The Susan and Douglas Dillon Chief Librarian of the Asian and Middle Eastern Division at The New York Public Library since 1985. He also lectures and teaches courses at Pace University, the Cooper-Hewitt National Design Museum of the Smithsonian Institution, the Parsons School of Design, Fashion Institute of Technology, the Bard Graduate School for Studies in the Decorative Arts, The Institute for Asian Studies, Inc., and The C.G. Jung Foundation of New York. Prior to his position at the Library he served as an Instructor and Assistant Professor of Anthropology and Religious Instruction at Brigham Young University; he has also served as a part-time professor at New York University, Columbia University, and The New School for Social Research. Dr. Lundquist earned a BA in History at Portland State University in Portland, Oregon in 1970, a MLS at Brigham Young University in 1972, a MA in Near Eastern Studies in 1978, and a PhD in Near Eastern Studies, History and Culture at the University of Michigan, Ann Arbor in 1983. Dr. Lundquist has completed fieldwork in India, Indonesia, Syria, and Jordan, and has traveled extensively in Egypt, Syria, Jordan, Lebanon, Turkey, Greece, the People's Republic of China (including Tibet), Taiwan, Hong Kong, Japan, India, Indonesia, and Europe. He has exhibited his photographs of his travels to Tibet and Egypt in seven exhibitions from 1995 to 2002, has published 27 articles and full-length books and has received a variety of honors including serving as a member of the Board of Advisors for The Asian Classics Institute, and as a member of Phi Kappa Phi, among other honors. Dr. Lundquist will serve as the Project Director and will oversee cataloging staff and will coordinate the project with the Preservation and Digital Divisions.

Qi Xie earned her MA in anthropology in 1988 and an MLS in 1990, both at Rutgers, The State University of New Jersey. Prior to earning her degrees, Ms. Xie taught Chinese language at a summer program at Indiana University in 1985. Beginning in August 1990, she began her tenure at The New York Public Library, first working as a Chinese language cataloger in The Branch Libraries, and in 1992 was promoted to Senior Cataloger. In March 2000, she began her work as a Chinese language librarian in the Asian and Middle Eastern Division for the Luce Foundation-funded Chinese language backlog project. In 2003, Ms. Xie's position was made permanent in the Asian and Middle Eastern Division where she serves as the Division's Chinese language Librarian. Ms. Xie will serve as Project Manager and will also oversee cataloging staff and assist Dr. Lundquist with coordination among Divisions. Additionally, she will help to catalog the most rare and complicated materials in the collection and will work with Preservation and Digital Divisions to provide Chinese language translation or comprehension, as required.

A Chinese language Librarian, to be hired for 21 months of this project, will spend 100 percent of his or her time cataloging for this project, and one full-time Library Technical Assistant will be hired

The New York Public Library

for 2 years to assist the cataloger, manage the staging area for the materials, and act as liaison with the Preservation and Digital Laboratory components of the project over two years. Please see attached job descriptions in Appendix L and M.

Preservation

Shelly Smith has been the Head of Conservation Treatment at the New York Public Library since 2005. She previously worked as a conservator of rare books for the Conservation Center for Art and Historic Artifacts (CCAHA) and for the Huntington Library, Art Collections, and Botanical Gardens. She received her Master of Library and Information Science degree from the University of Texas at Austin, along with an advanced certificate in library and archives conservation from UT's Preservation and Conservation Studies program. She has completed internships at the University of North Carolina at Chapel Hill Wilson Library (Special Collections) and the Smithsonian Institution Libraries. Ms. Smith will be the primary contact person on conservation matters for this project. She will consult with the curator, conservators, and technician on treatment and housing of the collection; review and approve all treatment proposals and perform quality control on completed work; and consult with the digital imaging staff on handling issues and coordination of work. Ms. Smith will devote ten percent of her time to supervising this project.

Sarah Reidell has served as an Associate Conservator for Books and Paper at the Library since 2006. She received a MSLIS and an Advanced Certificate in Conservation from the University of Texas at Austin in 2002 and an AB in Anthropology from Bryn Mawr College in 1999. Prior to her work at the Library, Ms. Reidell completed a fellowship in rare book conservation at the Conservation Center for Art and Historic Artifacts in Philadelphia, PA from 2002 to 2003 and was a visiting conservator at El Archivo, El Castillo de Vilassar de Dalt in Vilassar de Dalt, Spain in 2001 and Atelier de M^{me} Michèle Rome in Arles, France in 2002. From 2003 to 2006, she was the Special Collections Conservator for the Harvard University Library. Her interest in the conservation of Asian materials began when she oversaw the conservation aspect of the Chinese rubbings digitization project in the Rübél Asiatic Research Collection in Harvard College Library's Fine Arts Library. Ms. Reidell will dedicate approximately ten percent of her time to this project, working on the most rare materials and helping to supervise the Assistant Conservator.

An Assistant Conservator, to be hired full-time for this project, will specify treatment and carry out specialized conservation treatment on the selected items. The assistant conservator will spend 100 percent of his or her time on this project for 18 months. Please see attached job description in Appendix N.

Digital Library Program

Saskia Scheffer has served as the Head of Digital Imaging Unit since 2004. She is responsible for file management in a production environment, implementation of required changes to accommodate new projects and an increased workload, imaging material from the Research Libraries to be included in the Digital Gallery, reworking previously produced files to better fit gallery requirements, the production of high quality derivatives from archival files for web delivery, recommendations for upgrades and changes in equipment and procedures, ad hoc requests from curators and divisions for high quality digital files for publication, and training and supervising photographers and production staff. Prior to this position she was the Coordinator Photographic Services and Permissions at the Library from 2000 to 2004, and from 1994 to 2000 she was Manager of A Different Light, a bookstore in New York. Ms. Scheffer has a BA in Photography from Empire

The New York Public Library

State College and a BA in linguistics from the University of Amsterdam. Ms. Scheffer will coordinate and manage the digitization of the project, which will require less than one percent of her time.

Janet Murray has been the metadata coordinator of the Digital Library Program and the New York Public Library since 2001. She is responsible for metadata structures and data for the Digital Gallery, the National Digital Newspaper Project and other digital initiatives at the Library. Before becoming Metadata coordinator, Janet worked for many years as Visual materials archivist at New York Public Library, the New-York Historical Society, and the Oregon Historical Society. She taught the “Historian and the Visual Record” at NYU’s archival program, and has taught courses relating to visual materials cataloging and metadata issues. She earned a BA from Whitman College in Walla Walla, Washington in 1978 and an MA in History and an MLS both from Indiana University in Bloomington, Indiana in 1983. Ms. Murray will monitor the metadata during the digitization, which will require less than one percent of her time.

Megan Bongiovanni has been a Library Technical Assistant IV (photographer) for the Library’s Digital Library Program since 2001 and is responsible for digital capture of original materials. Prior to working in the Digital Imaging Unit, she worked as both an assistant registrar and art preparator for the Exhibitions Program Office at the Library. She received a BFA in Fine Arts from Parsons School of Design, New York, NY in 1999 and spent the summer of 1997 at the Pont-Aven School of Art, Brittany, France. Ms. Bongiovanni will work on the project for 12 weeks.

Mitsue Nagase Balan is a Library Technical Assistant III and is responsible for producing service filers for web-delivery and general quality control. Prior to her work at the Library she served as a photo technician at Taranto labs, a Japanese language teacher at Berlitz, an editor at the Benesse Corporation, and was a freelance photographer. She earned a BA in Business Administration from Konan University in Kobe, Japan in 1989. Ms. Balan will work on the project for 11 weeks.

Dissemination

There will be a large, widely dispersed audience for the body of Chinese rare books and manuscripts that will be made available through the cataloging and partial digitization and preservation. The audience that will benefit most from these developments are scholars of Chinese literature, history, art, printing techniques, calligraphy, and geography. This group of scholars are spread throughout the world, and will be able to take advantage of these resources through both onsite visits and electronically through the website.

Although the first line of scholarship on these materials will be accomplished by scholars who are fluent in the Chinese language, the results of their research, including translations, monographs, presentations at scholarly conferences, articles in scholarly journals, both print and electronic, and other Web-based presentations and discussions, will very quickly come into the main stream of knowledge, and will reach beyond the relatively narrow confines of specialized research, to a much wider audience, including general humanists, students of world literature, art, translation, and the study of the interaction and mutual influence between China and the West.

The project will be publicized through various media, both within the Library and to the public. The Library will include information about the project on the homepage of the website once the materials are added to the *Digital Gallery*; alerts will also appear in the Library’s RSS feeds when the

The New York Public Library

collection is uploaded to the website. Additionally, the Library will feature the project in its quarterly magazine for donors and through *NOW*, the Library's newest publication designed to keep patrons updated on projects and happenings at the Humanities and Social Sciences Library, as well as in the Humanities and Social Sciences Library's e-newsletter which is issued six-times annually.

For more targeted audiences, staff of the Asian and Middle Eastern Divisions will present information about the collection at the annual meeting of the Association of Asian Studies and at the East Coast Consortium of Meeting on Chinese Collections, as well as write an article about the collection for the *Journal of East Asian Libraries*. Additionally, the project will be posted on eastlib@listserv.unc.edu, a listserv intended for librarians of East Asian libraries of research institutions, universities, and colleges in North America, as well as some European countries and other regions. The staff of the Asian and Middle Eastern Division have a wide network of professional contacts within the fields of Asian Studies. The Library is a member of one of the most important and influential consortiums of the major East coast Asian Studies library collections, the East Coast Consortium of East Asia Libraries, which includes Harvard, Princeton, Yale, Columbia, Cornell Universities, and the University of Pennsylvania. This consortium will be one of the most important means of disseminating the news of the results of this project, and will generate much excitement and support among the members. The scholars who use these important libraries will become aware of the success of the project, as well as their students.

The addition of these images to the *Digital Gallery* will allow patrons to have access to images and text via the Library's website. All images created by this project, whether visual or textual, will be accessible to the public via the Library's website (www.nypl.org) and users will be able to search by keyword or subject. The Library plans to provide access to the digital images (text and illustrations) through two interfaces, the Digital Library and a web portal on the Asian and Middle Eastern Division's homepage.