Rights, Ethics and Re-Use Statement
Peripheral Manuscripts: Digitizing Medieval Manuscript Collections in the Midwest
June 1, 2020 - May 31, 2023
Indiana University, Saint Mary's College, Loyola University Chicago

All of the manuscript items to be digitized during this project are out of copyright, and there are no known embargoes or restrictions on the source material that will be digitized. None of the manuscript material to be digitized as part of the project is known to include culturally-sensitive material that would necessitate restricted access.

While the IU Libraries do not yet employ the Creative Commons Licensing structure, unrestricted use and sharing of metadata with aggregators, scholars, etc. is a long-standing tradition (in the CC0 vein). All metadata produced during this granting period and all digital copies of original materials, therefore, will be dedicated to the public domain, in perpetuity, under the CC0 1.0 Universal (CC0 1.0) Public Domain Dedication. As this license specifies, all metadata and digital copies produced will be accessible, downloadable, and adaptable for all non-commercial and commercial uses. No efforts will be made to restrict access to or limit reuse of digital copies or associated metadata created during the course of the project.

As a participant in the Indiana Memory Digital Public Library of America (DPLA) Hub, the IU Libraries is a regular contributor to the DPLA. As is required by the DPLA, we will assign the following rights statements for sharing and re-use: No Copyright - United States (https://rightsstatements.org/page/NoC-US/1.0/). We propose the following rights statement and terms of use for the *Peripheral Manuscripts* project:

> The materials that are part of the *Peripheral Manuscripts: Digitizing Medieval Manuscript Collections in the Midwest* are in the public domain worldwide. If you use or reproduce these materials in any format, we ask that the project be cited as the source of the material with the credit line:
>
> *Title of the Manuscript*, [Link to Persistent URL], Courtesy of the Peripheral Manuscripts: Digitizing Medieval Manuscript Collections in the Midwest.

Our dedication to ensuring open access to the images and metadata produced during this grant period is also evident in our intent that our digital repository be IIIF-compatible. As a part of IIIF-compatibility, we must clearly identify the holders of all digitized materials in the source code. To ensure IIIF-compatibility, we will follow the best practices, as established by IIIF Consortium, regarding Presentation API. Our Presentation API will align with the most up-to-date iteration, which is currently version 2.1.1 (https://iiif.io/api/presentation/2.1/#rights-and-licensing-properties), and will therefore ensure

that all rights and licensing guidelines are accessible to the user through image manifests for each digital copy placed in our project repository.

This project is aggregating images of materials held among 22 institutions, and we recognize that we must be attuned to the needs of our partners in regards to reusing and adapting materials produced during this project to their own institutional contexts. Multiple partners have sought reassurance from the project team regarding their ability to gain copies of and to reuse images produced by this project. By dedicating all digital copies and associated metadata to the public domain, our partner institutions will be able to craft future digital exhibits for their communities using these materials, with the understanding that those exhibits also be dedicated to the public domain under the same CC 1.0 license. This ability meets a significant need of many of our institutional partners that otherwise would not independently have the capacity to produce such high-quality images or to produce such detailed descriptive metadata. The Indiana University Libraries will establish a Memorandum of Understanding (see attached) with each of the partners addressing transfer of copies of master images and metadata records, delivery and long-term storage expectations at IU and the respective institution, and other details.