

The background features a dark blue gradient with a starry sky effect. On the left side, there are several circular digital graphics, including a large scale with numbers from 140 to 260 and various concentric circles and arrows. At the bottom, there is a silhouette of a mountain range under a dark sky.

GETTING STARTED WITH CONTROLLED DIGITAL LENDING

STEVE JAMIESON, COVENANT THEOLOGICAL SEMINARY

WHAT IS CDL?

Controlled Digital Lending		
Lending	Digital	Controlled
CDL is ultimately a very familiar library function—providing patrons exclusive, time-limited access to materials from our print collections.	CDL provides access in a new mode, allowing us to open our print collections to remote patrons.	<p>Technological controls ensure that the patron cannot copy or redistribute, and enforce the loan period.</p> <p>We never simultaneously loan more copies—whether print or digital—than we own.</p>

LEGAL BASIS

- The justification has been laid out in a white paper and position statement available at controldigitalending.org
 - Lila Bailey, Policy Counsel, Internet Archive
 - David Hansen, Associate University Librarian and Lead Copyright & Information Policy Officer, Duke University
 - Kyle Courtney, Copyright Advisor, Harvard University
 - Mary Minow, Affiliate, Berkman Klein Center for Internet and Society, Harvard University
 - Jason Schultz, Professor of Clinical Law, NYU Law
 - Michelle Wu



FAIR USE

- Purpose
 - Aligned with the first sale doctrine, non-commercial, facilitates research and learning
- Nature
 - Published works, often factual and academic
- Amount
 - Entire work, but only for a limited time
- Market
 - Library lending is not a recognizable market harm

THE 6 CDL REQUIREMENTS

1. original works are acquired lawfully
2. works are owned and not licensed
3. limit the total number of copies in any format in circulation at any time to the number of physical copies the library lawfully owns (maintain an "owned to loaned" ratio)
4. lend each digital version only to a single user at a time just as a physical copy would be loaned
5. limit the time period for each lend to one that is analogous to physical lending
6. use digital rights management to prevent copying and redistribution

<https://controleddigitallending.org/statement>



LEGAL CHALLENGE

- Several large publishers are currently suing the Internet Archive over its CDL activities, particularly around the National Emergency Library
 - During the initial COVID shutdown of schools and libraries, the Internet Archive removed all limits on the number of simultaneous checkouts for their digitized books, ignoring the owned-to-loaned ratio.

OUR RISK REDUCTION POLICY

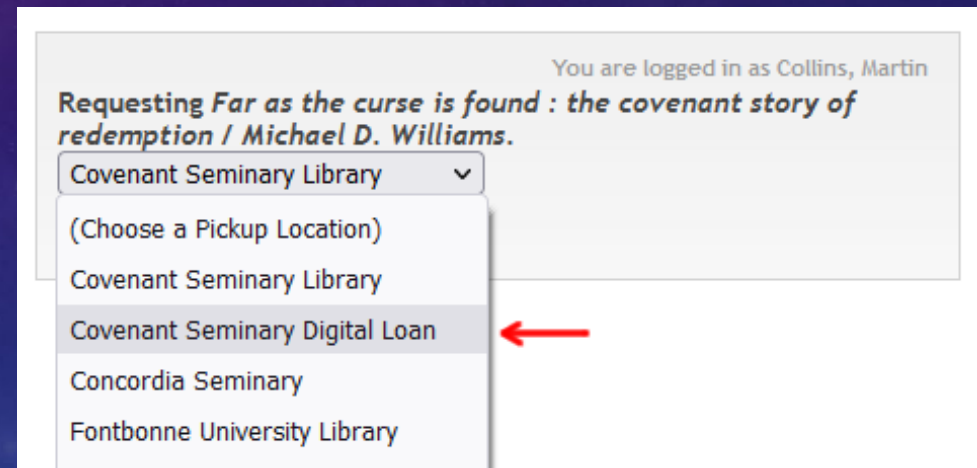
- We do not use CDL as a substitute for purchasing e-book licenses
- We only use CDL when there is no reasonable e-book licensing option available (e.g., out of print titles)
- We consider an e-book license reasonable if:
 - It's available to purchase by the library
 - It's for perpetual access
 - It's on a library-approved platform
 - The purchase price meets specified criteria

OUR PROCESS

The background is a dark blue gradient with a field of small white stars. On the right side, there are several technical diagrams. At the top right, a large circular gauge with a scale from 0 to 210 and a white arrow pointing upwards. Below it, a smaller circular diagram with concentric circles and a white arrow. At the bottom right, another circular diagram with concentric circles and a white arrow. On the left side, there are faint, partially visible circular diagrams with arrows.

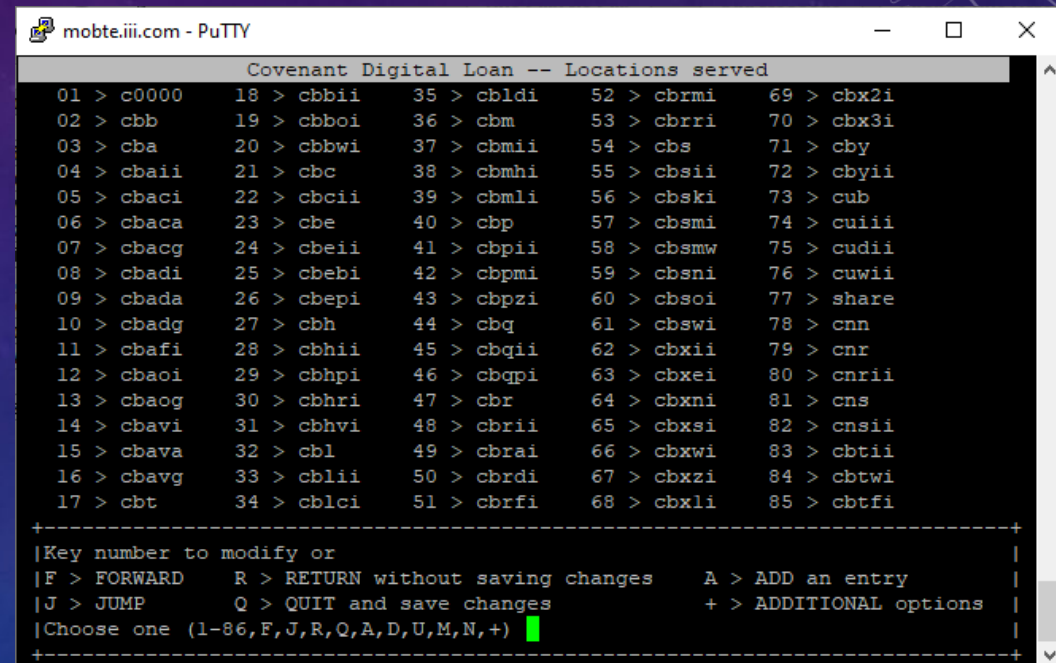
PATRON REQUEST PROCESS

1. A patron initiates the CDL request by requesting an item through the catalog and selecting the Digital Loan pickup location.
2. A paging slip is generated during the daily MOBIUS request processing procedure.



SETTING UP THE PICKUP LOCATION

- Create a new dummy location code
- Create a new hold pickup location in Sierra associated with that location code
- Create a new entry in the locations served table
 - If an item for CDL is checked in it will go in-transit rather than on the holdshelf.
 - Include all other item location codes so they are given priority over items from other libraries in the cluster.



```
mobte.iii.com - PuTTY
Covenant Digital Loan -- Locations served
01 > c0000  18 > cbbii  35 > cblidi  52 > cbrmi  69 > cbx2i
02 > cbb    19 > cbboi  36 > cbm    53 > cbrri  70 > cbx3i
03 > cba    20 > cbbwi  37 > cbmii  54 > cbs    71 > cby
04 > cbaii  21 > cbc    38 > cbmhi  55 > cbsii  72 > cbyii
05 > cbaci  22 > cbcii  39 > cbmli  56 > cbski  73 > cub
06 > cbaca  23 > cbe    40 > cbp    57 > cbsmi  74 > cuiii
07 > cbacg  24 > cbeii  41 > cbpii  58 > cbsmw  75 > cudii
08 > cbadi  25 > cbebi  42 > cbpmi  59 > cbsni  76 > cuwii
09 > cbada  26 > cbepi  43 > cbpzi  60 > cbsoi  77 > share
10 > cbadg  27 > cbh    44 > cbq    61 > cbswi  78 > cnn
11 > cbafi  28 > cbhii  45 > cbqii  62 > cbxii  79 > cnr
12 > cbaoi  29 > cbhpi  46 > cbqpi  63 > cbxei  80 > cnrii
13 > cbaog  30 > cbhri  47 > cbr    64 > cbxni  81 > cns
14 > cbavi  31 > cbhvi  48 > cbrii  65 > cbxsi  82 > cnsii
15 > cbava  32 > cbl    49 > cbrai  66 > cbxwi  83 > cbtii
16 > cbavg  33 > cblii  50 > cbrdi  67 > cbxzi  84 > cbtwi
17 > cbt    34 > cblci  51 > cbrfi  68 > cbxli  85 > cbtfi
+-----+
|Key number to modify or
|F > FORWARD      R > RETURN without saving changes  A > ADD an entry
|J > JUMP          Q > QUIT and save changes        + > ADDITIONAL options
|Choose one (1-86,F,J,R,Q,A,D,U,M,N,+) █
+-----+
```



STAFF CHECKING PROCESS

3. A Library staff member checks to see if the title is available for purchase as an e-book or if an e-book copy is already part of the Library's collection, and cancels the request if appropriate.
4. A Library staff member confirms that the patron is eligible for CDL.
5. A Library staff member checks to see if the title has previously been digitized.



FULFILLMENT PROCESS

6. The print book is pulled from the collection, scanned (if necessary), checked out to the appropriate CDL patron account, and stored. The patron's original hold is removed.
7. The scan is uploaded (if necessary) to the Library's Microsoft OneDrive account, and the file is shared with the patron.

SCANNING

- For scanning, we had picked up an inexpensive overhead document scanner as part of a foray into digitization, and that proved quite useful for this project.
 - CZUR ET16 Plus
- We also acquired a license for Adobe Acrobat Pro for better OCR processing and any other PDF post-processing tasks.



CDL LOAN RULE & PATRON

2 - COV Digital Loan

Max Number Of Odues	6
Time First Odue	1
Time Second Odue	1
Time Third Odue	1
Time Fourth Odue	1
Time Fifth Odue	1
Time Sixth Odue	1
Text First Odue	12
Text Second Odue	12
Text Third Odue	12
Text Fourth Odue	12
Text Fifth Odue	12
Odue Penalty	0
Text First OdueR	12
Text Second OdueR	12
Text Third OdueR	12
Text Fourth OdueR	12
Text Fifth OdueR	12
Courtesy Notice Text Number	0
Number Of Days Before Odue	0

OK Cancel Print

View Patron Record - p16490927

File Edit View Tools

Insert Print Close

p16490927 Last Updated: 05-13-2022 Created: 08-02-2021 Revisions: 28

EXP DATE	- -	BIRTH DATE	- -	CUR ITEMB	0
PCODE1	c COVENANT	HOME LIBR	cbb Covenant Seminary Library	OD PENALTY	0
PCODE2	- -	PMESSAGE	- NO MESSAGE	ILL REQUEST	0
MAJOR	0 -	MBLOCK	- -	CUR ITEM C	0
P TYPE	19 COV Controlled Digital Lending	CL RTRND	0	CUR ITEM D	0
TOT CHKOUT	11	MONEY OWED	\$0.00	CIRCACTIVE	05-13-2022
TOT RENWAL	1	BLK UNTIL	- -	Notice Preference	- NONE
CUR CHKOUT	0	CUR ITEM A	0		

PATRN NAME: Controlled Digital Lending - Student (Online)

ADDRESS: 12330 Conway Rd
St. Louis, MO 63141

TELEPHONE: 314.392.4100

P BARCODE: [Barcode]

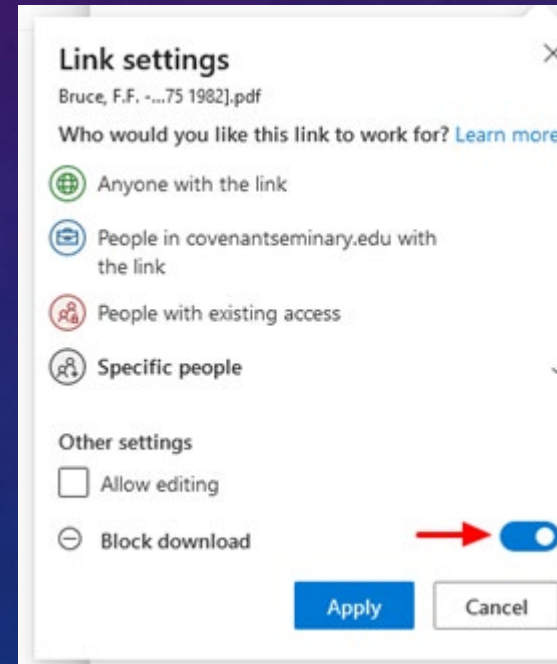
P BARCODE: [Barcode]

EMAIL ADDR: library@covenantseminary.edu

View-Only Mode

SHARING

- For sharing the scan, we're using Microsoft OneDrive, as we're an Office365 campus.
 - Campuses that integrate Google services can do the same sort of thing.
- We share the file with the individual using their school email, so they use their campus login (SSO) for access.
- The key thing for CDL purposes is to turn on the option to block download.



END OF LOAN PROCESS

8. When the loan period expires, the system sends a notice to the Library staff.
9. A Library staff member terminates the patron's access to the digital copy and checks in the print copy, returning it to circulation.

RESULTS

- 1st year usage: 28 checkouts, 3 renewals
- Weaknesses
 - Reading interface is unsophisticated. Just an online view of the PDF with the ability to page through or jump to a page number (which isn't aligned with the book's table of contents)
 - No text search
 - No automated means to request renewal (students may email renewal requests)

WHAT ELSE IS OUT THERE?

- Commercial Systems
 - Alma CDL function for reserves scenario
- Open Source
 - Caltech DIBS for reserves scenario: <https://caltechlibrary.github.io/dibs/index.html>
 - Project ReShare has CDL on their roadmap

RECOMMENDATIONS

- Thoroughly read the Controlled Digital Lending statement and whitepaper
- Join the Controlled Digital Lending Implementers mailing list
 - <https://sites.google.com/view/cdl-implementers/>
- Think about how you want to offer CDL
 - Do you want offer a selection of high demand, online-only texts?
 - Do you want to open up your entire collection to on-demand digitization?
- Get Administrative Buy-in
 - Explain steps the library is taking to mitigate risk
 - Emphasize the service benefits/improvements

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THANKS!

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