retroTECH Documentation Strategy

In support of Georgia Tech's dedication to innovation in entrepreneurship, learning, research, and improving the human condition, and of the Library's commitment to catalyzing discovery, the mission of retroTECH is to engage the campus community in creating the future by exploring and preserving our technological pasts. We aim to document the stories of Georgia Tech's computing pasts, presents, and futures.

In alignment with that mission, the Library retroTECH Team, the Georgia Tech Special Collections and Archives, and the retroTECH Advisory Board together put forth this ongoing documentation strategy to:

1) Identify gaps in the historical record of individuals involved in computing cultures related to Georgia Tech teaching, research, and innovation
2) Engage in proactive efforts to fill those gaps and preserve and provide access to a more comprehensive record going forward

Gaps we will focus on for 2019-2023

- People of color in Georgia Tech computing cultures
- Software developed and used at Georgia Tech
- Women in Georgia Tech computing cultures

Date of this version of action plan: November 2018
Target date for next revision: December 2019

Documentation action plan, 2019-2023

Documentation Strategy Gap Area	Year	Action	Library retroTECH Team Role	Advisory Board Role	Goal / Key Performance Indicator
Software developed and used at Georgia Tech	2019	Conduct initial environmental scan of software developed at Georgia Tech	Conduct scan		Identify at least 5 software titles developed at Georgia Tech
Software developed and used at Georgia Tech	2019	Conduct oral histories with GT individuals who created software in the past	Serve as Interviewers	Help identify interviewees	Interview at least 2 software creators per year (10 total by 2023)
Software developed and used at Georgia Tech	2019	Acquire, preserve, and promote use of software developed and used at Georgia Tech	Acquire and preserve collections	Help identify software Promote use of software	Acquire, preserve, and promote use of at least 1 software title developed and/or used at GT (5 total by 2023)
Software developed and used at Georgia Tech	2019	Survey and interview GT individuals who currently create software at Georgia Tech	Conduct survey	Help identify groups and individuals to recruit for research	Survey at least 50 individuals (and interview at least 15 by 2020)
People of color in GT computing cultures	2019	Conduct oral histories with people of color in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 person of color in GT computing cultures each year (5 total by 2023)
People of color in GT computing cultures	2019	Partner with GT community group (e.g. student group, research lab, etc.) related to people of color in GT computing cultures	Collaborate with groups to preserve their documentation (in GT Special Collections or in place)	Help identify groups	Partner with at least 1 group (2 total by 2023)
Women in GT computing cultures	2019	Conduct oral histories with women in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 woman in GT computing cultures each year (5 total by 2023)

Software developed and used at Georgia Tech	2020	Survey and interview GT individuals who currently create software at Georgia Tech	Conduct interviews and complete research analysis	Help identify groups and individuals to recruit for research Review research findings	Interview at least 15 individuals (and survey at least 15 individuals by 2020)
Software developed and used at Georgia Tech	2020	Conduct oral histories with GT individuals who created software in the past	Serve as Interviewers	Help identify interviewees	Interview at least 2 software creators per year (10 total by 2023)
Software developed and used at Georgia Tech	2020	Acquire, preserve, and promote use of software developed and used at Georgia Tech	Acquire and preserve collections	Help identify software; Promote use of software	Acquire, preserve, and promote use of at least 1 software title developed and/or used at GT (5 total by 2023)
Software developed and used at Georgia Tech	2020	Embed in a Georgia Tech startup accelerator to learn how the culture operates, how the community documents itself, and the role retroTECH and the Library might play in supporting the community and making their stories accessible	Embed	Advise about potential embed location	Create report about embed experience
People of color in GT computing cultures	2020	Conduct oral histories with people of color in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 person of color in GT computing cultures each year (5 total by 2023)
Women in GT computing cultures	2020	Conduct oral histories with women in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 woman in GT computing cultures each year (5 total by 2023)
Women in GT computing cultures	2020	Partner with GT community group (e.g. student group, research lab, etc.) related to women in GT computing cultures	Collaborate with groups to preserve their documentation (in GT Special Collections/in place)	Help identify groups	Partner with at least 1 group (2 total by 2023)

Software developed and used at Georgia Tech	2021	Conduct oral histories with GT individuals who created software in the past	Serve as Interviewers	Help identify interviewees	Interview at least 2 software creators per year (10 total by 2023)
Software developed and used at Georgia Tech	2021	Acquire, preserve, and promote use of software developed and used at Georgia Tech	Acquire and preserve collections	Help identify software; Promote use of software	Acquire, preserve, and promote use of at least 1 software title developed and/or used at GT (5 total by 2023)
People of color in GT computing cultures	2021	Plan event (e.g. lecture, workshop, etc.) related to people of color in GT computing cultures	Plan event	Help identify event	Execute 1 event
People of color in GT computing cultures	2021	Conduct oral histories with people of color in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 person of color in GT computing cultures each year (5 total by 2023)
People of color in GT computing cultures	2021	Partner with GT community group (e.g. student group, research lab, etc.) related to people of color in GT computing cultures	Collaborate with groups to preserve their documentation (in GT Special Collections or in place)	Help identify groups	Partner with at least 1 group (2 total by 2023)
Women in GT computing cultures	2021	Conduct oral histories with women in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 woman in GT computing cultures each year (5 total by 2023)
Software developed and used at Georgia Tech	2022	Conduct oral histories with GT individuals who created software in the past	Serve as Interviewers	Help identify interviewees	Interview at least 2 software creators per year (10 total by 2023)
Software developed and used at Georgia Tech	2022	Acquire, preserve, and promote use of software developed and used at Georgia Tech	Acquire and preserve collections	Help identify software; Promote use of software	Acquire, preserve, and promote use of at least 1 software title developed and/or used at GT (5 total by 2023)
People of color in GT computing cultures	2022	Conduct oral histories with people of color in GT computing	Serve as Interviewers	Help identify interviewees	Interview at least 1 person of color in GT computing cultures

		cultures			each year (5 total by 2023)
Women in GT computing cultures	2022	Conduct oral histories with women in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 woman in GT computing cultures each year (5 total by 2023)
Women in GT computing cultures	2022	Plan event (e.g. lecture, workshop, etc.) related to women in GT computing cultures	Plan event	Help identify event	Execute 1 event
Software developed and used at Georgia Tech	2023	Conduct oral histories with GT individuals who created software in the past	Serve as Interviewers	Help identify interviewees	Interview at least 2 software creators per year (10 total by 2023)
Software developed and used at Georgia Tech	2023	Acquire, preserve, and promote use of software developed and used at Georgia Tech	Acquire and preserve collections	Help identify software; Promote use of software	Acquire, preserve, and promote use of at least 1 software title developed and/or used at GT (5 total by 2023)
People of color in GT computing cultures	2023	Conduct oral histories with people of color in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 person of color in GT computing cultures each year (5 total by 2023)
Women in GT computing cultures	2023	Conduct oral histories with women in GT computing cultures	Serve as Interviewers	Help identify interviewees	Interview at least 1 woman in GT computing cultures each year (5 total by 2023)
Women in GT computing cultures	2023	Partner with GT community group (e.g. student group, research lab, etc.) related to women in GT computing cultures	Collaborate with groups to preserve their documentation (in GT Special Collections or in place)	Help identify groups	Partner with at least 1 group (2 total by 2023)

Data used to inform the 2019-2023 action plan

- Survey of Georgia Tech Special Collections and Archives holdings and Georgia Tech's institutional repository holdings for materials related to computing cultures yielded over 150 different collections, from the 1940s-present.
  - We applied the following controlled subject terms (listed in order of highest frequency to lowest) to the collections to attempt to classify them and identify gaps:
    - Research
    - GT faculty
    - Computer labs/centers
    - OIT
    - GT students
    - College of Computing
    - Hardware
    - Software
    - Teaching
    - Entrepreneurship
    - GT staff
    - GTRI
    - People of color
    - Women
  - The two biggest gaps identified:
    - **Women in Georgia Tech computing cultures → Selected this gap for 2019-2023 strategy**
    - **People of color in Georgia Tech computing cultures → Selected this gap for 2019-2023 strategy**
- Existing data gathered from previous retroTECH surveys, interviews, and environmental scans
  - Known key stakeholders:
    - College of Engineering
    - College of Computing
    - Ivan Allen College
  - Known areas of interest as reported by respondents:
    - **Software/systems developed at GT → Selected this area for 2019-2023 strategy**
    - Women in computing
    - Evolution of technologies over time (how tech progressed, things that failed)