CLASS 5 LESSON PLAN

Building-wide Concerns

Resources for the Teacher

General


This video program, which is also useful in preparation for Class 7: Surveys and Assessments, provides visual images of the effects of environmental factors and the equipment used to monitor the factors.


This is the key textbook for this class session, providing a preservation management perspective on environmental control and security issues.


The instructor should review all leaflets in the environmental section of the manual, which can serve as preparatory material, assigned student reading, or handouts for this lesson and Class 7. Discussion of “Protecting Collections During Renovation” and “Integrated Pest Management” are also included in this module, and those leaflets can be assigned as readings or distributed as handouts as well.


This manual provides background information and questions that can be used both in this lesson and in the study and practice of surveys in Class 7.

These excerpts from a key text in archival practice provide concise information on the deteriorative effects of environmental factors and how to develop a preservation-friendly environment for your collections.


The instructor should be familiar with all leaflets in the environmental section of SOLINET’s publication series, which can serve as preparatory material, assigned student reading, or handouts for this lesson and Class 7.

**Environmental Control**


A relatively brief publication, this is a technical reading on environmental control systems and how they work, by a leading consultant, author, and speaker in the field.


**For Further Study**

Image Permanence Institute. [www.imagepermanenceinstitute.org](http://www.imagepermanenceinstitute.org)

IPI is the leading institution in environmental control research and development of tools and systems to test environmental levels in cultural heritage institutions. Each student should become familiar with the work of this organization.


A guide to diagnosing and resolving indoor air quality (IAQ) problems. Includes appendices on measurement of IAQ; HVAC systems and IAQ; and moisture, mold, and mildew.

**Fire Protection**


Instructors should be familiar with the work and publications of NFPA and cite this book for standards in the design and protection of fire-safe environments for cultural heritage collections.


**Mold**


http://palimpsest.stanford.edu/byauth/nyberg/spore.html

**For Further Study**


http://www.epa.gov/iaq/molds/mold_remediation.html

**Pest Management**


**Security**

Association of College and Research Libraries. Rare Books and Manuscripts Section.
http://www.rbms.info/ (See “Standards and Guidelines” section.) Particularly *Guidelines for the Security of Rare Book, Manuscript, and Other Special Collections,* and *Guidelines Regarding Theft in Libraries.*

This is a documented best practice/standard in a part of the field where few absolute guidelines have been established; it can serve as a model for policy development in cultural heritage institutions.


A full-length publication on archival and overall security practices for cultural heritage institutions, this document can be assigned by chapter or section, as a “special topic” reading for those especially interested in security issues, or as an assignment to read the complete book.