



## Friends of Texas A&M University Libraries PACE Grant Application

*Preserve, Acquire, Conserve, Educate*

The Friends of the Texas A&M University Libraries supports student and staff success through its efforts to help fund world class research collections, digital resources, exhibits, preservation, programming, and other activities of the University Libraries.

### Purpose and Goals of PACE Grants:

- PACE Grants are designed to fund efforts to enhance collections, digital resources, exhibits, and preservation/conservation efforts, in addition to programs supporting student and staff development in these areas.
- The PACE Grant requirements are intended to honor the intent and expectations of the Friends Board of Directors, Friends members, and Friends donors regarding such resources as have been entrusted to the Friends for funding Library requests.
- The PACE Grant application process will assist the Friends with:
  - Selecting and supporting requests that best align with the organization's mission
  - Becoming more efficient and more deliberate in our funding and funding methods
  - Increasing the Board's fiduciary awareness while exercising their fiduciary duties

### Library Applicant Information:

Name:	Mark Baggett and Caitlyn Sheets
Title:	Director of Digital Collections; Oral Historian
Library/Department/Unit:	University Libraries/Digital Collections; Cushing Memorial Library & Archives
Email:	mark.baggett@tamu.edu; cbsheets25@tamu.edu
Phone:	979-862-4574 (Adelle Hedleston)

### Funding Request:

- This is a request for a:

<input checked="" type="checkbox"/>	<b>Project</b> ( <i>an activity that does x,y,z or extends for abc time period</i> )
<input type="checkbox"/>	<b>Purchase</b> ( <i>outright acquisition</i> )
<input type="checkbox"/>	<b>Program</b> ( <i>educational or information outreach activity or event</i> )

- Purpose statement for request to include:

The issue or need being addressed	To help the University Libraries meet the demands of the upcoming 150th Anniversary Celebration, we need to hire additional student assistants. This support will allow our Libraries' staff and curators to focus on critical projects and ensure we deliver a meaningful and impactful celebration of our university's history. This 150th Student Worker Fund will be invaluable as we go forward and students from different Libraries' units are needed. Below are just some of the student worker needs (e.g. AI and Digital student) that have already arisen since the Student Researcher funded in the previous PACE grant.
The anticipated results or overall impact resulting from the funding of this request	Student(s) will carry out critical AI-assisted transcription and media curation tasks that enhance accessibility, accuracy, and engagement with digital content related to the university's sesquicentennial celebration. The student will: 1. Apply AI and computer vision tools to convert handwritten documents—including cursive and complex scripts—into searchable text, 2. Review original documents and correct AI-generated text to ensure accuracy, 3. Assist in identifying and selecting images, videos, and other media to illustrate key events in web timeline components, 4. Use in-house AI workflows to generate and remediate closed caption files for sesquicentennial oral history recordings 5. Transcribe audio recordings into clear, well-formatted text documents to support the preservation and accessibility of oral accounts and interviews. 6. And generally, as new areas of need arise, we will hire students to address these needs.
The near-term and long-term enhancements this funded request would bring to the students, faculty/staff, alumni, Libraries, University, or the various communities the Libraries serve.	In the near term, this project will enrich sesquicentennial programming by producing high-quality, accessible digital materials that support teaching, learning, outreach, and celebration. Students, faculty, alumni, and the broader community will benefit from improved access to historical documents, enhanced oral histories, and curated timelines that connect Aggies to their shared past.  In the long term, the project will strengthen the Libraries' capacity to use AI tools for digital preservation and access, setting a precedent for future collections work. It will also serve as a model for student engagement in meaningful, real-world digital scholarship. For students, this opportunity fosters technical skills, critical thinking, and a deeper connection to Texas A&M's history. For the university and its communities, it ensures that our archival materials are preserved, discoverable, and inclusive—supporting research, education, and public engagement well beyond the sesquicentennial.

- Key staff on project and background

AI and Digital Scholarship Student Assistant  
 Mark Baggett: Director of Digital Collections  
 Corina Barr: Digital Collections Librarian  
 Caitlin Sheets: Oral Historian  
 Audrey Hendrick: Student Research Assistant  
 Ian Muise: Preservation Librarian  
 Krista Oldham and Emily Amos: University Archives

- Timeline of execution and completion of funded activity:

Project Kickoff: Immediately  
 Project Close: August 31, 2026

- Does request align with purpose and goals (see above) of the Friends PACE Grants?

<input checked="" type="radio"/>	YES	<input type="radio"/>	NO – please explain below

### Reporting Parameters:

Reporting mechanism and data points (impact, outreach, etc.):	Outcomes and achievements will be shared with the Friends of the Libraries Board of Directors through written updates and showcased in relevant events, or online exhibits related to the sesquicentennial.
How will expected outcomes and expectations of the funded request be measured?	Outcomes will be measured through a combination of completed deliverables, qualitative assessment, and student development. Specifically, we will track: <ol style="list-style-type: none"> <li>1. The number of handwritten documents successfully transcribed and reviewed for accuracy.</li> <li>2. The number of oral histories with generated and remediated closed captions.</li> <li>3. The quantity and quality of curated media assets added to the sesquicentennial timeline.</li> <li>4. The visibility and use of enhanced digital content (e.g., through web analytics or user engagement).</li> </ol>
Method and manner of Friends recognition regarding the funding and support of the project, purchase, or program:	The Friends will be recognized for their generous support by acknowledgment on the Libraries' website and within any digital exhibits or timeline components that result from the project and recognized during public events commemorating the 150th anniversary.

- The Friends expect timely updates on the progress of funded projects for each Friends Board meeting (quarterly) or with requests for payment.



**Funding Parameters:**

PACE Grant request (total):	\$ \$ 13,024.00				
Timeframe for activity, including end date:	The project will run from August 2025 - August 2026.				
Have other funding sources been pursued?	Yes. We have received additional funding from an individual donor.				
Can the activity be executed without full funding as requested? If yes, please explain options.	No. This funding is not included in the Libraries' annual budget.				
Payment expectations:					
<b>Projects and Programs:</b> Ongoing, by invoice	<input type="checkbox"/>	Monthly	<input type="checkbox"/>	Quarterly	<input checked="" type="checkbox"/> Project Milestones
<b>Purchases:</b> By invoice	<input type="checkbox"/>	Upon submission of invoice, purchase date, confirmation of purchase, receipts			

- Approved funds will be restricted by the Friends through the stated time period of the activity, at which time the funds will be unrestricted and made available for other PACE Grants.

**Budget:**

- To include item description, justification, timing, cost, quantity, and total.

Please see attached budget.
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- Anticipated final payment request date: August 31, 2026

# Texas A&M University's 150th Anniversary Libraries' Student Assistant Fund Budget

## Budget:

Semester	Weeks	Hours per Week	Rate per Hour	Total per Semester
Summer 2025	4	15	\$11	\$660
Fall 2025	16	15	\$11	\$2,640
2025 Funding*				\$3,300
Spring 2026	16	15/29	\$11x2	\$7,744
Summer 2026	12	15	\$11	\$1,980
2026 Funding*				\$9,724
			Total Budget	\$13,024

\* Funding will be needed by December 12, 2025. Invoice will be sent by Libraries.

\*\* Funding will be needed by August 31, 2026