



## ASSOCIATION OF SOUTHEASTERN RESEARCH LIBRARIES

### Steering Committee Conference Call Notes

ASERL Collaborative Federal Depository Program

January 26, 2011- 3:00pm EST

#### Attendees:

John Burger, ASERL  
Mary Clark, Library of Virginia  
Cheryle Cole-Bennett, ASERL  
Chelsea Dinsmore, University of Florida  
David Durant, East Carolina University  
Valerie Glenn, University of Alabama, program chair  
Laura Harper, University of Mississippi  
Sande McAninch, University of Kentucky  
Judith Russell, University of Florida

#### AGENDA

##### a. Brief Updates

1. WPA: Working on a 2 copy strategy – one copy for retention, the other for digitization. As such, UK will be taking all of the University of Missouri's material (40 boxes, 7 of which contain unique items). Creating a known items list from Paratext to search against own catalog. LibGuide created.
2. ED: Nothing reported. Cheryle will check with Bill on the status of the LibGuide.
3. PCZ: Working out a method to add PURL to records so as to re-upload records to Masterlist. Have scanned 61,324 pages to date. LibGuide created but not published.
4. Training Committee: Valerie has agreed to join the training committee. Mary is leading an effort with Valerie and Chelsea to put together a "So you want to be a COE" web conference. They are thinking about using OPAL; John mentioned that ASERL has software available as well.
5. Dean's Task Force: Judy is working to finish revisions to the discussion draft and send it back out as a draft implementation plan for discussion at the April ASERL Deans meeting. UF has offered to serve as a test case and share catalog records and digital content with GPO. The offer was made prior to the appointment of the new GPO administration, so she is not sure about the status.
6. Marcive Records: Marcive has lifted restrictions on re-using records as long as the libraries do not share them with profit-making organizations. This change allows us to use Marcive data for the CFDP Masterlist database. Valerie will send copy of the letter explaining the new conditions to John. John will send a letter to Marcive stating our understanding of the situation.
7. New COEs: Updated listing is available on the ASERL website. Newest participant is Florida International University, collecting documents related to the Everglades from any agency. David reported that the MOU for East Carolina University has been approved at library level, waiting for University approval. Mary Clark is ready to go with Board of Publication reports, precursor to NTIS. Cheryle will send an MOU to Mary for signatures. Laura is ready with the MOU but is thinking of waiting for the checklist.

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- b. COE Checklist: The point of the checklist was discussed. It was iterated that this is meant more as a planning tool than an application but that it might be useful for collection information. The same data could be acquired with surveys. It was commented that a section describing the Masterlist needs to be added to the checklist.
- c. Disposition database: Florida's pilot of this project is going well. The initial stats are provided below. The database is ready to accept libraries outside the state of Florida. Need to develop a process/schedule for roll-out.
- d. Standards for use of the 583, subfield a "conditions" was distributed and discussed. Accepted as the standard for the program. Adoption of the standards will mean a change in structure of the Masterlist database. Cheryle will discuss the implications with IT support staff to determine course of action in editing the Conditions Use Case Scenarios and subsequent gap analysis reports.
- e. Steering Committee membership: Valerie will step down as Chair of the Steering Committee effective the end of January. Laura has announced her decision to step down at the end of the month as well. Replacements are being sought. Cheryle will serve as interim chair until new members are found. John thanked both Valerie and Laura for their lengthy service to the program.

Next phone call is Wednesday, February 23, 2011. 3:00 pm EST  
Meeting adjourned at 4:05p m

Disposition Database Statistics from the first month:

Florida pilot phase – Service area limited to FL, PR, VI and Centers of Excellence

- First items added to the system: 12/16/2010
  - Items first available to selectives: 1/3/2011
    - Items Submitted to date: 3124
      - Number of institutions represented by this number: 8  
(Volusia County, Stetson, FIU-Green, Jacksonville Public, Broward County, Sarasota County, FIU-Biscayne, FSU-Law)
    - Number of institutions submitting items without UF assistance : 5
    - Number of items submitted without UF assistance: 1747
    - Items currently available (not claimed, withdrawn, or expired): 1976
- Items Claimed to date: 66
  - Number of institutions represented by this number: 2 (UF-64, USC-2)
- Number of Google account sign-ons established: 39
- Distinct users that have signed on: 25

Institutions that have signed on: 20