



ASSOCIATION OF SOUTHEASTERN RESEARCH LIBRARIES

Steering Committee Conference Call Notes

ASERL Collaborative Federal Depository Program

May 25, 2011- 3:00pm EST

Attendees:

Stephanie Braunstein, Louisiana State University
John Burger, ASERL
Cheryle Cole-Bennett, ASERL
Chelsea Dinsmore, University of Florida
David Durant, East Carolina University
Santee McAninch, University of Kentucky
Judy Russell, University of Florida
Bill Sudduth, University of South Carolina

a. Brief Updates

1. **WPA:** Continue to work on digitization, have almost finished the KY material. ED paper inventory is finished, surprised to locate about 315 items on the shelves that do not have records in their local catalog. Next step will be to identify if GPO records exist for these items. Santee notes that the bib records they will send will not indicate format of items held, nor will they include 583 conditions statements. Anticipate uploading ED records for the masterlist some time in June.
2. **ED:** Over 80% finished with ERIC microfiche. Anticipates a new file upload to the masterlist sometime in August. Currently cross-training new student employee (previous student graduated). They have received several discards from within the state, as well as using the Needs/Offers list to obtain 2nd copies of items and to fill in gaps in collection. Have also received seven boxes of items from outside the state, which have yet to be opened and processed.
3. **PCZ:** Nothing new to report on the PCZ collection. Have completed processing of the ED records and anticipate uploading to the masterlist soon.
4. **Disposition database:** Assorted statistics for the ASERL Disposition Database – 5/24/2011
 - First items added to the system: 12/16/2010
 - Items first available to selectives: 1/3/2011
 - Items Submitted to date: 6527
 - Number of institutions represented by this number: 23
 - Items currently available (not claimed, withdrawn, or expired): 1959
 - Items Claimed to date: 192
 - Number of institutions represented by this number: 5 (UFL-112, UKY-63, OleMiss-9, SC-7, UTampa-1)
 - Number of Google account sign-ons established: 66
 - Distinct users that have signed on: 50
 - Institutions that have signed on: 34
5. COEs - status update.
19 libraries have now expressed interest. Of that 15 have signed MOUs, 4 have not yet done so.

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Signed MOUs:

Auburn University
Clemson University
East Carolina University
Levin College of Law
Library of Virginia
Louisiana State University
Louisiana Tech University - new
University of Florida
University of Kentucky
University of Memphis
University of Mississippi
University of North Carolina - Greensboro
University of South Carolina
University of South Florida - new
University of Virginia

Expressed interest, not signed MOU:

Florida International University
Law Library of Louisiana
University of Georgia
Northern Kentucky University (a MOU has not yet been sent)

6. Other Updates: COE at LSU—CORPS OF ENGINEERS: Inventory has been completed on 3 full ranges of Corps documents—student and staff hours have totaled 85.5 hours. Inventory process about half-way done. The lead for this part of the project was a Graduate Assistant, who will no longer be in the program. This loss, coupled with the loss of four undergrad student assistants (who graduated this last semester and will not be replaced until fall semester), will most certainly affect progress. Had hoped to be done with this by middle or end of summer; now it looks like fall is a more realistic goal.
 7. Concerns still exist among smaller Selectives with shipping charges and the potential cost of sending disposition items out of state, since there is a free courier service within the state. The Steering Committee feels that there is flexibility in the system to allow for individual institutions that have specific budget problems. **Action Item:** The Steering Cmte will review the issue again in six months to see if shipping charges are still a concern.
 8. A request was made to ask UF about a basic RSS feed for the disposition database, thought it was also agreed that that would be a lot of notifications. **Action Item:** Chelsea will ask Winston about feasibility of an RSS feed.
- b. Request for changes to MOU - Law Library of Louisiana. The committee approved the requested wording change to the first paragraph on page one with regard to the collections set out in Appendix A. The Committee did not approve of the request to shorten the timeframe and method of notification of withdrawal from the program - unanimously affirming their agreement that notice must be submitted in writing a minimum of 24 months prior to withdrawing from the agreement. The Committee also did not approve of the request to include the language that the “Law Library of Louisiana reserves the right to terminate this agreement immediately if funds are not available to carry out its obligations under this agreement”. **Action Item:** Cheryle will inform the Law Library of LA of the committee’s decision. Prior to doing so, she will seek clarification regarding the added statement that “The collection(s) ... will be provided free of charge to the Law Library of Louisiana” – particularly in regards to shipping costs.

- c. Dean's Task Force: The Dean's task force will be replaced with a Dean's Steering Committee. This committee will work closely with the CFDP Steering Committee. Judy will continue to Chair that committee for the first year only. **Action item:** John will send reminders to ASERL deans/directors about the COE 120-day timeframe to identify agencies/CoEs, as agreed during the Spring ASERL Directors' Meeting.
- d. GPO Survey: GPO has questions about the implementation of the disposition database tool. However, those questions are unclear. This seems to be the basis for the recent notice by GPO that they are conducting a survey to determine impact on workflow. A coordinated message might be useful to send to Regionals/Selectives regarding the survey. **Action Item:** Stephanie agreed to draft the message and forward it to the Steering Committee for comment/edits.

The possible impact of this survey on the COE set up was discussed but it was decided that it should not impact signing libraries up or the 120 day timeframe.

- e. June conference call conflict with ALA annual conference. **Action Item:** Cheryle will send out doodle polls to re-schedule this call.

Meeting adjourned at 4:06pm.