Steering Committee Conference Call Notes  
ASERL Collaborative Federal Depository Program  
**August 24, 2011- 3:00pm EST**

**Attendees:**
- Stephanie Braunstein, Louisiana State University  
- John Burger, ASERL  
- Mary Clark, Library of Virginia  
- Cheryle Cole-Bennett, ASERL  
- Chelsea Dinsmore, University of Florida  
- David Durant, East Carolina University  
- Faye Jones, Florida State University Law Library  
- Sandee McAninch, University of Kentucky

**AGENDA**

1. **Cataloging best practices - final review.** Document reviewed and approved.

2. **GPO Request for Information on Implementation Plan (response/routing of information)**
   Copies of the letter from Robin Haun-Mohamed, GPO and the response from the Dean’s FDLP Steering Committee have been routed to the committee. There had been previous discussion about the steering committee sending a response and the question was raised about how public the response should be. It was decided to wait until Judy reports back on her up-coming meeting with Robin. If that meeting adequately addresses the open issues, then this group need not respond. If not, a letter of support for the Dean’s response was suggested.

3. **Deans FDLP Steering Committee, Florida Disposition Database Phase II**
   The Deans committee recommended an October 1 timeframe for Regionals/Selectives from the ASERL region to be registered and using the Disposition Database. Committee members felt that with the start of school and new staff members, the October 1 date may be a little optimistic for everybody to get set up. Two demonstration sessions on the Database have been scheduled for Depository Coordinators. The August 11 session had a fairly low attendance due to short notice of the event. Currently 79 people are registered for the September 1 session.

4. **Training Committee - request for volunteer**
   The recommendation was made to review the grant documentation and determine if our current training/promotional activities are meeting grant requirements without forcing the need for an additional committee and that perhaps it is time to retire the training committee? Cheryle will review the documentation and provide an update.

5. **Program publicity - conference/publications plans in the next year**

---

226A Bostock Library, 411 Chapel Drive, Box 90182, Durham, NC 27708-0182  
Phone: 919-681-2531 / Fax: 919-681-0805  
www.aserl.org
Committee members agreed to track, on their quarterly in-kind-contribution report, all promotional opportunities (presentations, publications, etc.) for which they have personal involvement. Documentation should include the name, place, and date of the event as well as co-presenter information and the number of attendees as well as the time involved.

Coming up:
Kentucky State Library Association Fall Conference - September
Charleston conference – November
UK is holding internal informational sessions, as is ECU

6. Brief Updates as time allows—Held for next meeting. COEs were encouraged to submit updates via email if there were any time-sensitive reports to share.

COE Status Update
As of 8-24-11: 19 signed MOUs, 7 expressed interest

Signed MOUs:
Auburn University
Clemson University
East Carolina University
Florida State University
Levin College of Law
Library of Virginia
Louisiana State University
Louisiana Tech University
University of Florida
University of Kentucky
University of Memphis
University of Mississippi
University of North Carolina - Chapel Hill
University of North Carolina - Greensboro
University of South Carolina
University of South Florida
University of Virginia
Virginia Commonwealth University (New)
Wake Forest University

Expressed interest, not signed MOU:
Florida International University
Georgia Institute of Technology - New
Tennessee State Library & Archives - New
University of Georgia
Northern Kentucky University
University of Alabama
Vanderbilt University

ASERL members yet to declare:
Air University
College of William and Mary
Duke University
Emory University
George Mason University
Georgia State University
Mississippi State University
North Carolina State University
University of Central Florida
University of Louisville
University of Miami
University of North Carolina, Charlotte
University of Tennessee, Knoxville
Virginia Tech

Note: Clemson and UK have also expressed interest in adding agencies.

Next meeting September 28, 2011 3:00pm