



**Steering Committee Conference Call Notes**

**ASERL Collaborative Federal Depository Program**

**January 25, 2012- 3:00pm EST**

**Attendees:**

Bill Sudduth, University of South Carolina  
Chelsea Dinsmore, University of Florida  
Cheryle Cole-Bennett, ASERL  
David Durant, East Carolina University  
John Burger, ASERL

Mary Clark, Chair, Library of Virginia  
Sandee McAninch, University of Kentucky  
Stephanie Braunstein, Louisiana State  
University

**Agenda**

**Best Practices documentation revisions –**

The draft document was reviewed and approved. Cheryle will post it to the website and send out announcements to the regionals, the selectives and the FDLP Dean's Steering Committee.

**ASERL COE Database Update –**

Winston Harris (UF) still anticipates a February release date. They have had to rewrite some of the Lyrasis code (a result of moving to a new platform) so the look of the database will be somewhat different, though the functionality will remain the same.

**GPO Update –**

GPO continues to standby their interpretation of the primacy of the state over area/region and the needs of the in-state Regional/Selective over those of the COE. To this end, the FDLP Dean's Steering Committee has agreed to the modifying the disposition database policies to provide a window of review to regionals and selectives for in-state discards before they are visible to the COE's and subsequently to other regionals/selectives in the ASERL region.

The proposed policy recommended by the CFDP Steering Committee is as follows:

- 5 days: for in-state Regional(s)
- 5 days: for in-state Selective
- 15 days: for COEs
- 5 days: other regionals
- 15 days: all FDLP libraries in Southeast

The projected timeline/cost for revising the current ASERL Disposition Database model is approximately 6 weeks of programming at an estimated cost of \$10,000. Due to timeline constraints for the IMLS grant, the current system will be retained until the programming is put into place – after the transition of the ASERL COE database has been completed.

**Note:** see addendum below regarding post-meeting clarification on disposition timeline.

Survey of Depository Libraries: The IMLS grant narrative indicates that a survey of depository libraries is to be conducted during the final year of the grant (March to September on the timeline). Earlier committee discussions had indicated March as a tentative start date. Committee members indicated some concern with overlapping/interfering with the GPO surveys as well as a need to clearly define what it is that we want the survey to provide. This will be the primary topic on the February agenda.

**Meeting adjourned:** 4:00 pm

**Next meeting:** February 22, 2012, 3:00 pm

**Addendum:**

Post meeting discussions indicated a need for additional clarification to the disposition timeline as recommended. The following timeline is a result of those conversations:

The CFDP Steering Committee recommends that the ASERL Disposition Database be changed so that once a library is given access to a discard list, it continues to have access until the items on the list are claimed or the offer expires. The proposed order and duration of the access to discard lists are represented in the table below.

<b>Elapsed Days</b>	<b>Libraries with Access</b>	<b>Comments</b>
Day 1 - 45	Primary Regional	This is the Regional with responsibility for the discarding library. In the case of states with two Regionals (Louisiana and Alabama), both Regionals would be considered Primary.
Day 6 - 45	Selectives served by the Primary Regional	These are Selectives from the same state as the discarding library or served by the same multi-state Regional. It also includes all Selectives in a state with two Regionals.
Day 11 - 45	All COE Libraries	This applies only to discards within their areas of COE responsibility.
Day 26 - 45	All Regionals in the Southeast	Regionals will already have access to discards from their own states/territories and their individual areas of COE responsibilities. This will expand access to other discards.
Day 31 - 45	All Depository Libraries in the Southeast	In this final stage, all depository libraries in the southeast have access to the unclaimed discards.

In the ASERL disposition database, automatic matching for eligible items posted in a libraries' Needs List would occur at the time of first access to the Offers. Needs are automatically matched to eligible items when they are submitted, so a library adding items to its Needs List would be immediately matched with items it is eligible to request.