



ASSOCIATION OF SOUTHEASTERN RESEARCH LIBRARIES

Steering Committee Conference Call Notes

ASERL Collaborative Federal Depository Program

June 27, 2012 - 3:00pm EST

Attending:

Bill Sudduth, University of South Carolina
Cheryle Cole-Bennett, ASERL
David Durant, East Carolina University
Faye Jones, Florida State University Law Library
John Burger, ASERL

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

AGENDA

• **ALA/Godort debrief**

- Bill Sudduth, Cheryle Cole-Bennett, John Burger, Judith Russell, Mary Clark, Sandee McAninch and Stephanie Braunstein were on-hand Sunday evening June 24th at Fullerton Public Library to accept the 2012 “Documents to the People” Award, presented by ProQuest, the American Library Association (ALA), and ALA’s Government Documents Round Table (GODORT). The CFDP was selected for this award in recognition of its “achievable and sustainable plan for the development and preservation of comprehensive depository collections on a multi-state level.” In addition to a framed certificate, ASERL received a check in the amount of \$3,000 which will be used to further develop the ASERL COE database.
- Members of the Oversight Team (Bill Sudduth, Sandee McAninch, Chelsea Dinsmore, Mary Clark along with John Burger and Cheryle Cole-Bennett) gave a brief update on the annual Oversight Team meeting, also held during the conference. Topics of discussion included:
 - Use of the ASERL Disposition Tool and the development of suggested “best practices” for establishing communication channels in claiming needs/offers and in the transfer of materials. The University of Kentucky has been documenting their processes as they have been actively engaged in soliciting offered items.
 - The need to recruit additional Centers of Excellence – the streamlined disposition process is progressing at the same time Centers of Excellence are being established, creating concern that items may be lost before COEs are developed to ensure their access.
 - Further development and testing of the ASERL COE database is needed during this last phase of the grant. This will be the primary agenda topic on the July Steering Committee conference call. Members are strongly encouraged to spend time reviewing the database and suggesting future enhancements.
- The recent issue of DttP: Documents to the People, Summer 2012 issue features an article by Jan Swanbeck and Winston Harris (UF) – “Automating the Federal Documents Disposition Process:

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ASERL and the GPO". Jan, Winston and Bill are scheduled to present a program on the Disposition Database and the CFDP at the Fall Depository Libraries Conference. Bill indicated that a couple of doctoral students from USC are also on the program – addressing the CFDP from a cultural heritage perspective.

- Mary Clark noted that Barbie Selby will be presenting a program at the Virginia Library Association conference along with representatives from GPO and William & Mary. The CFDP is expected to be included in the presentation.

- **Disposition database discussion** – *Generic offers listing for a long run of a single stem, e.g., D 5.317:* Sandee McAninch raised a concern with the Disposition Database process of allowing large offers lists with minimal item detail. These less specific entries are difficult for the Regional to process. Sandee indicated that UK made the decision not to look at needs matches that send them to a generic offers listing for a long run of a single stem that is not a COE agency for them because it is far too labor-intensive to try to claim material from this kind of non-specific offer. The concern with this practice is that, for agencies that have not yet been adopted as a COE, materials are at risk of being discarded before a COE is established because the lists are too broad. Sandee feels there needs to be more specificity in the offers information, particularly where there is no COE identified. Series are of particular concern. This practice also takes away much of the functionality of the database in claiming items.

Bill is currently working through a large list that is representative of the issues Sandee raised – some of the information is too generic to be of value in matching known needs with the offered materials. As he works through the process of reviewing this listing, he volunteered to draft suggested guidelines that would help address the concerns Sandee aired. The concern is balancing the workload between those who are offering materials with those who are seeking to claim. It was noted that many ILS systems will allow the user to generate an excel spreadsheet from their local catalog that should allow more specificity. Training might be one solution to the problem.

A recommendation was also made to create a COE specific listserv. Cheryle Cole-Bennett will investigate this.

- **GPO's State Focused Action Plan** - a suggestion from Jan Swanbeck that we submit the CFDP (email dated June 4th, routed to Steering Committee members)
ASERL is not an FDLP institution and therefore may not be authorized to submit a plan. Stephanie noted that GPO seeks to get a state level focus – and each state is supposed to submit their state plan. However, she indicated that there has been some confusion as to who is “authorized” to submit an action plan. It was noted that we might very well expect state plans submitted from the ASERL region to already incorporate elements of the ASERL CFDP or at minimum make mention of the CFDP. As such, it was suggested that we not pursue the suggestion at this time and wait to see how current state plans address the CFDP model.

Meeting adjourned at: 4:05pm

Next conference call is Wednesday, July 25, 2012 at 3:00pm EST