ASSOCIATION OF SOUTHEASTERN RESEARCH LIBRARIES

Steering Committee Conference Call Notes

ASERL Collaborative Federal Depository Program
June 26, 2013 -3:00pm EST

Attending:

John Burger, ASERL

Mary Clark, Chair, Library of Virginia

Cheryle Cole-Bennett, ASERL

David Durant, East Carolina University

Faye Jones, Florida State University Law Library

Sandee McAninch, University of Kentucky

Judy Russell, University of Florida

Bill Sudduth, University of South Carolina

AGENDA

- **Database enhancements** –The multi-offer enhancements to the Disposition database have been completed. An announcement of the change has been distributed to all registered users.

  The new changes apply primarily to the input and processing of MULTI-ITEM offers. Offers of single items are not affected by this update. Multi-item offers are only a small percentage of the total offers submitted to the system, so a typical user may not notice any changes.

  Details of the enhancement:

  When uploading a multi-item offer:
  1. The range of the multi-item Offer is checked against existing Needs.
  2. Specific-Needs (needs which specify a SuDoc number and not just a stem) which fall within the Offer are gathered.
  3. The gathered Needs (without any institution identification) are presented to the Offerer for review and tagging.
  4. Tagged Needs would become single-item Offers and presented to the Needing-institution during its normal claim window (they are specially tagged as "derived offers") 5. The original multi-item Offer is also entered.

- **Editing of Records in the Disposition Database**

  During the previous Steering Committee meeting, members discussed the ability to edit records in the Disposition database and agreed that edits are acceptable within the first 10 days after submission. In addition, members asked Winston Harris (UF) to investigate an enhancement whereby the database would reject SuDoc numbers (stems) that do not have correct punctuation at the time of submission. After review, Winston indicated this would be very difficult to implement due to the large number of accepted practices.

  After further discussion, Steering Committee members expressed a preference for a two-fold approach:
  1) Continue to identify incorrect SuDoc formatting – which could be used to block during import,
  2) Also allow users to edit their submissions within the first 10 days.

  Members indicated that all fields should allow edits – particularly any required field. Judy Russell will discuss these recommendations with Winston to determine the next steps in the implementation.

226A Bostock Library, 411 Chapel Drive, Box 90182, Durham, NC 27708-0182
Phone: 919-681-2531 / Fax: 919-681-0805
www.aserl.org

- **Recruiting Additional Centers of Excellence**
  Usage Data to Help Identify Possible COEs
  There was discussion regarding the compilation of use statistics from the database and sharing this with the documents community. Possible statistics identified include:
  - The number of offers (breakdown by state)
  - The number of claims (breakdown by state)
  - The number of offers that expired without claims

  It was also suggested that it could be interesting to see this information specific to Centers of Excellence (COEs) – particularly the number of needs filled that were specific to a COE collection. Judy Russell agreed to share this request with Winston.

  "Top Ten" COEs for adoption
  Over previous months, Steering Committee members compiled suggestions for "top ten" priority agencies/topics that would benefit from being adopted as a COE. Members discussed how we might use the list for recruitment purposes. Judy believes there is value in a deans-to-deans approach as well as a documents-coordinator-to-documents-coordinator approach. Judy will work with Jan Swanbeck (UF) to distribute the "top ten" list to these groups. It was suggested that another option might be to approach the subject specialists at each institution. John mentioned the Shared Digital Collection for Agriculture as an example of interest among the land grant colleges.

  Webinars as Recruitment Tool
  It was also suggested that we conduct a series of webinars – topics could include how to select an agency, such as personal interest of the selector, or a university-wide focus on a topic? David Durant indicated an interest in presenting a program on how a Selective choses to become a COE, and may develop this as a presentation at DLC and/or Charleston Conference).

  Judy also suggested doing specialized outreach, such as law and/or court librarians and health science librarians. Judy and Faye Jones agreed to work together to reach this community.

- **Training documentation** – There was discussion about creating resources to help with the formatting/upload for the disposition database with the hope that it would help libraries upload "better" offers, or documentation that would help a library create a better needs list to increase their chances of making a match. Additional topics for improved documentation will be requested via follow-up email. John Burger and Cheryle Cole-Bennett will work together to draft an email for distribution to the committee.

- **Meeting schedule**
  The Steering Committee agreed unanimously to change to a bi-monthly schedule, meeting on even months and continuing with the Wednesday afternoon timeframe. As such, the next meeting of the group will be Wednesday, August 28th 3:00pm ET.

Meeting adjourned at: 3:50pm

Next conference call is Wednesday, August 28, 2013 at 3:00pm EDT