ASSOCIATION of SOUTHEASTERN RESEARCH LIBRARIES

**Steering Committee Conference Call Notes**
**ASERL Collaborative Federal Depository Program**
**January 20, 2016 - 3:00pm Eastern**

## Attending:

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

Judy Russell, University of Florida

Bill Sudduth, Chair, University of South Carolina

Agenda

- **Regionals Discard Pilot**

  Judy Russell provided an update on GPO's Regionals Discard Pilot project; the University of Florida Libraries is a participant. Under the proposed new discard policy, after a regional has retained print materials for seven years, the Regional will be able to discard those materials and substitute an electronic copy, with permission of the Superintendent of Documents, if the materials are available on GPO's Federal Digital System (FDsys) with a digital signature and a sufficient number of print copies have been identified for preservation. The pilot includes six regional libraries that will test processes needed for implementation: the University of Florida; the University of Virginia, Arizona State Library, Archives & Public Records; Boston Public Library; Oklahoma Department of Libraries; and the Oregon State Library. The discard policy will not be implemented until the pilot has been completed and GPO has analyzed the results.

  For UF, the pilot is expected to begin in February. UF has agreed to demonstrate its processes for handling materials to ensure their long-term preservation; this will allow other GPO and regional depositories to consider using the UF procedures as a model. Two GPO staff are expected to spend a week alongside UF staff observing and documenting the processing of materials. GPO will provide UF with a list of items that GPO would like processed as part of pilot project. There is no expectation that UF will modify their procedures for the pilot. The only change that Judy envisions is that UF would prioritize the selection of items for processing based on GPO's preferred list. Judy anticipates titles will represent a mix of recent publications as well as retrospective materials.

If the policy is implemented as currently designed, it is anticipated that GPO would designate 4 'dark' copies of each print item retained at geographically dispersed sites, with 6 additional print copies available elsewhere within the FDLP system. Because the materials being processed by UF as part of the pilot are available electronically in FDSYS, UF's copy will be designated as a preservation copy, and the materials will be classified as non-circulating, with the potential to serve as one of the designated archived copies by GPO. Public access to the "official" electronic copy will be available via FDSYS, with print redundancy secured by the geographically dispersed preservation and access copies. GPO may also devise a print-on-demand service.

It is anticipated GPO will report on the pilot project at the June 2016 ALA meeting in Orlando.

- **Feedback from DLC – Bill Sudduth**
  Bill had no further update beyond what was shared in the meeting minutes.

- **Brief Updates**
  - FIPNet Webinar –
    Following a meeting with Mary Alice Baish and Cindy Etkin at ALA, John Burger reported that ASERL will offer a webinar on FIPNet. Date = TBD. Goal is to recruit additional libraries to join the FIPNet program. Potential participants in the webinar include Barbie Selby (UVA), Bill Sudduth (USC), Judy Russell (UF), and Chuck Eckman (U-Miami).

  - Gap Database Access –
    Cheryle reported that the webinar "Uploading Records to the ASERL COE Database – Easy as 1,2,3", held on January 14, 2016 was very well received. Sandee McAninch and Julene Jones presented with Mary Clark.

    Cheryle reminded committee members that the Gap Database is currently only open to COE libraries to upload records and to run gap analysis reports. There is no technological reason that would prevent access to non-COE libraries, and she asked the committee to consider expanding access. Cheryle believes the more libraries that can access the database and contribute records of their holdings, the greater the opportunity to identify previously unknown items. Committee members agreed, and gave their approval to open access to non-COE depository libraries in the ASERL region. Access to the database is managed through the software Admin module and requires no additional modifications or enhancements to the system. Having Admin rights to the module, Cheryle can easily manage a user's access to the database.

  - Stephanie Braunstein noted that the staff member that works on LSU's COE collection will be taking emergency leave and asked the committee for their patience while her department is short-staffed.

- Next meeting date - TBD
  Cheryle will distribute a suggested 2016 meeting schedule via email for approval.

The meeting adjourned at 3:55PM