

ASERL Collaborative Federal Depository Program (CFDP) Interim Performance Report Narrative October 31, 2011

Overview

The ASERL Collaborative Federal Depository Program (CFDP) seeks to document and test the feasibility of a model to create subject-based Centers of Excellence (COE) among federal depository libraries. Such a model could relieve staff, cost, and collection management pressures among both regional and selective depository libraries and improve preservation, intellectual control, and access for legacy collections nation-wide.

The libraries of the University of South Carolina (COE for Department of Education), the University of Kentucky (COE for Works Projects Administration), and the University of Florida (COE for Panama Canal Zone) are participating in the ASERL CFDP program.

Progress toward Scheduled Activities

1. A project page is maintained on the ASERL website at <http://www.aserl.org/programs/gov-doc/>.
2. Additionally, the ASERL COE Database (previously known as the Masterlist database) is housed on a SharePoint platform with password protected access. The ASERL COE Database is intended to be as-comprehensive-as-possible catalog of all items published in the ED, FW and Y 3.W 89/2 Su Doc classes. The ASERL COE database is a compilation of a variety of data sources, including GPO-created MARC records, and records created by individual libraries.
 - a. As of this reporting, there are approximately 57,774 records in the ASERL COE database from seven contributing institutions (list of participants attached – Appendix B). Since the previous report, the University of Kentucky and the University of Georgia contributed their Department of Education records and the University of Florida contributed Education and Works Progress records. Additional data contributions are being recruited from other FDLP libraries.
3. COE collections –
 - a. The University of Kentucky reports that their WPA collection is comprised of approximately 2098 items. This represents a 13% increase in the size of their collection of 1822 items reported in January 2010. 182 holdings were added to OCLC Worldcat; 45 new records. UK reports 11 items circulated – 10 of which were through interlibrary-loan.
 - b. The University of South Carolina reports 25,962 items in the collection, which includes 20,460 ERIC microfiche that were added since February 2010. This represents a 79% increase over the 5383 items previously reported, and provides enhanced access to electronic records and items that have been digitized since their original load. USC reports 114 items circulated during this reporting period.
 - c. The University of Florida reports 653 items, a 73% increase in reported items in their collection of Panama Canal Commission materials of 174 in February 2010. As reported earlier, UF is committed to digitizing all of the Panama Canal Commission material at an archival level. As of September, their cataloging and digitizing activities were approximately 90% completed. UF reports 627,731 visits to the Panama Canal digital collection (this does not include Internet archive); and 30 items being circulated from their physical collection.
4. The steering committee continues to meet monthly via conference call. There were several changes in Committee membership during 2011. Mary Clark (Library of Virginia) assumed

the role of Chair of the committee in April 2011 after the resignation Valerie Glenn (University of Alabama) in January 2011. Laura Harper (University of Mississippi) also resigned from the committee in January 2011. Valerie's position was filled by Stephanie Braunstein (Louisiana State University) in March 2011. The project Oversight Team, comprised of the COE library representatives Sandee McAninch (University of Kentucky), Bill Sudduth (University of South Carolina) and Chelsea Dinsmore (University of Florida) met in San Antonio, Texas during the spring DCL meeting, April 3, 2011. Meeting notes from both teams are posted to the project page on the ASERL website.

5. ASERL Director, John Burger, conducted the annual site visit at the University of Kentucky on February 16, 2011. Cheryle Cole-Bennett, Program Coordinator, conducted the site visit at the University of South Carolina on July, 22, 2011.
6. The status of the Training Subcommittee is currently under review by the Steering Committee. As the previous Committee Chair, Mary Clark, has assumed the responsibilities of the Chair of the Steering Committee, members felt that it was time to re-evaluate the goals and mission of the committee prior to bringing a new Chair on board.
7. During the past year, COE libraries began offering collection-level expertise for in-depth user assistance and a service announcement was distributed to the Government Information Online GPO virtual reference service. Each COE also provides any necessary training activities to promote the use of their collection. LibGuides have been created at each of the COEs to support the training efforts. Links to the LibGuides are posted on the ASERL website. The University of Kentucky reports 270 visits to the site during this reporting period; with no recorded Reference questions; the University of South Carolina recorded 57 visits to their LibGuide and answered 39 Reference questions; and the University of Florida reports the Panama Canal page had 150 visits and the COE page has had 137; 8 Reference questions were recorded (none were recorded in the previous year).
8. Best Practices Documentation: "*Becoming a Center of Excellence for ASERL's Collaborative Federal Depository Program*" has been developed to ensure a library's decision to become a COE is made with an accurate understanding of the nature and scope of the commitment being undertaken. This is available via the ASERL website; a copy is attached as Appendix C to this report.
9. On April 27, 2011, ASERL library deans/directors unanimously approved the Southeast Region Guidelines for Management and Disposition of Federal Depository Library Collections. A copy of the plan - as well as an Executive Summary - is posted on the ASERL website. The Implementation Plan is the product of more than 18+ months' discussion among ASERL library deans/directors, documents librarians, and a review by GPO counsel. All ASERL members who are FDLP libraries agreed to identify at least one agency / topic / format within their collections as a Center of Excellence by September 1, 2011. A complete list of current and pending COEs is maintained on the ASERL website; a copy is also attached as Appendix A to this report.
10. A Memorandum of Understanding has been established for libraries that agree to become Centers of Excellence as part of this program (attached as Appendix D). A sample copy is posted to the ASERL website. To date, 23 libraries in ASERL states have signed the MOU, 6 additional have declared an interest in serving as a Center of Excellence but have yet to complete the MOU.
11. The University of Florida, in concert with ASERL, designed software to facilitate the disposition of federal documents within the Southeast as a means of supporting the ASERL Guidelines for Managing FDLP Collections in the Southeast Region. The ASERL Disposition Database streamlines the process, thus reducing staff time for all libraries involved in the disposition process. A LibGuide (<http://guides.ufliib.ufl.edu/ASERL-DispositionDB>) describes the software. Additionally, ASERL hosted two webinars (<http://vimeo.com/28464474>) during August and September 2011 to demonstrate the workings of the database.

12. CFDP Steering Committee members continue to provide overview sessions, reports, and discussions at national, regional, and state conferences:

- Depository Library Conference, October 2010. Building Better Relationships with ASERL's Collaborative Federal Depository Program, October 18, 2010. Chelsea Dinsmore and Valerie Glenn.
- Depository Library Conference, October 2010. Emerging Models for Partnership among Depository Libraries, October 19, 2010. Judy Russell
- Depository Library Conference, October 2010. Regionals luncheon. Sandee McAninch, Valerie Glenn, Bill Sudduth
- Georgia State Depository Meeting, December 15, 2010. Chelsea Dinsmore
- Association of Southeastern Research Libraries (ASERL) Fall Meeting, November 2010. Judy Russell
- Association of Southeastern Research Libraries (ASERL) Spring Meeting, April 2011. Judy Russell, John Burger
- Depository Library Conference, April 2011. Regionals luncheon. Sandee McAninch, David Durant, Mary Clark, Stephanie Braunstein
- Florida Library Association, May 5, 2011. Chelsea Dinsmore
- Committee on Institutional Cooperation (CIC): What's in Store, May 2011. Judy Russell
- ASERL Disposition Database Demonstration, June 8, 2011. Judy Russell, John Burger
- American Library Association, June 26, 2011. Government Information Subcommittee with the GODORT Legislation Committee. Judy Russell
- Judy provided an update to the American Association of Law Libraries (AALL), July 13, 2010. GD-SIS Breakfast and Business meeting. Judy Russell
- University of Kentucky, Collection Manager's Meeting, August 2, 2011. Sandee McAninch
- Kentucky Library Association, September 2011. Recent Developments in Governments Documents Librarianship. Sandee McAninch

Future Activities:

1. The Steering Committee continues to explore options for procuring the cataloging data for the test-bed project portions of their collections (the FW, Y 3.W 89/2, and ED SuDoc classification stems.) Additional records are needed to fully test the ASERL COE database reports functionality and contributing libraries are being recruited. To date, we have experienced some difficulty soliciting contributors as libraries are hesitant to contribute records for items without first conducting an inventory to ensure ownership.
2. In July 2011, the ASERL offices relocated to the campus of Duke University. As a result, the ASERL COE database must identify a new hosting service. In September 2011, ASERL signed an agreement with the University of Florida to host the ASERL COE database. Staff at the University of Florida will also aid in further design and testing of the database reports. We expect the transfer of data to be completed during the first quarter of Year 3, with ongoing maintenance and support sustained through the remainder of the grant.
3. The three pilot COEs will continue to seek /acquire and catalog materials for their chosen collections. Other COEs will continue to be recruited.
4. A survey of depository libraries is expected to take place in the 3rd quarter Year 3 to assess the feasibility of the CFDP model.
5. Program promotion is expected to be a focus during the final year of the grant. Project representatives will speak at the 2011 Charleston Conference (Nov 4, 2011; Judy Russell,

Bonnie MacEwan, Bill Sudduth, David Durant) and at the Alabama Library Association (April 2012; Chelsea Dinsmore, Cheryle Cole-Bennett).

Significant Findings / Other Comments

In late May 2011, the Government Printing Office (GPO) conducted a survey inviting comments on the ASERL Plan from the Documents community. GPO has denied multiple requests to provide a summary of the results. A series of communications have taken place between GPO and ASERL regarding concerns expressed by GPO that the ASERL Plan is not in compliance with *44 USC Chapter 19*. Copies of these exchanges are posted to the ASERL website. From the onset of the CFDP, ASERL has consistently expressed the intention to work within the framework of *44 USC Chapter 19*, and it is our belief that we continue to do so. Conversations are ongoing and we intend to reach a positive resolution to these matters with GPO leadership. At the time of this report, ASERL has initiated the following actions to resolve this issue with GPO:

1. On August 26, 2011 John Burger, ASERL Director and Judy Russell, Chair of the FDLP Steering Committee participated in a meeting with Robin Haun-Mohammed, Director, Collection Management and Preservation Library Services and Content Management United States Government Printing Office.
1. ASERL posted an online petition soliciting signatures from librarians and others in support of ASERL's "Guidelines for Managing FDLP Collections in the Southeast Region." See <http://svy.mk/n3hdgo> for the petition. A summary of results is updated regularly and posted to the ASERL website.
2. Members of the CFDP Steering Committee attended the Depository Library Council Meeting and Conference in Washington, DC (October 17-20, 2011) and participated in "Creating Our Shared Vision: Roles and Opportunities in the FDLP," a daylong dialog on the future of the FDLP Program.
3. A point-by-point response was drafted to the specific concerns expressed by GPO, dated October 21, 2011.
4. A follow-up meeting has been requested with GPO leadership to address concerns and to reach a positive resolution.