

# FDLP: Staying or Leaving? We don't have to make the choice

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## Background

- Jack Tarver Library - 0123A
  - FDLP participant (48%) since 1964
  - Current collection -- located on the main floor
    - Print materials – 135,578
    - Microfiche – 126,818
    - CDs/DVDs – 1,544
    - Videos – 45
    - Maps – 1,429

## Background - Continued

- Government Documents Staffing
  - One librarian
    - 60% government documents
    - 40% Subject Librarian responsibilities
  - One part-time staff
    - 20 hours a week
  - Two student assistants
    - 10 to 20 hours a week

## Challenges

- Documents Usage Statistics
  - **17%** decline over last six years
- Library Budget Constraints
  - Budgets are tight and getting tighter
  - Need to reduce cost of documents processing

## Challenges - Continued

- Need more study and service space
- Growth in academic programs and collections
  - Curriculum materials
  - Juvenile Literature materials
  - Media Center materials
- Depository collection in prime-space

## Transition in Depository Collections

- Reduction of tangible documents
- Increase in available electronic resources
- Growth of digitized documents
- More documents distributed online only
  - 95% of documents received in electronic format

**Now is the time to make a change!**

## Decisions to Make

- Transitioning to a more electronic depository collection
- Reducing the size of the tangible collection
  - Deselecting tangible items
  - Weeding materials
- Retaining legacy documents
- Changing MARCIVE services
- Shifting to create more space

## Implementation Plan

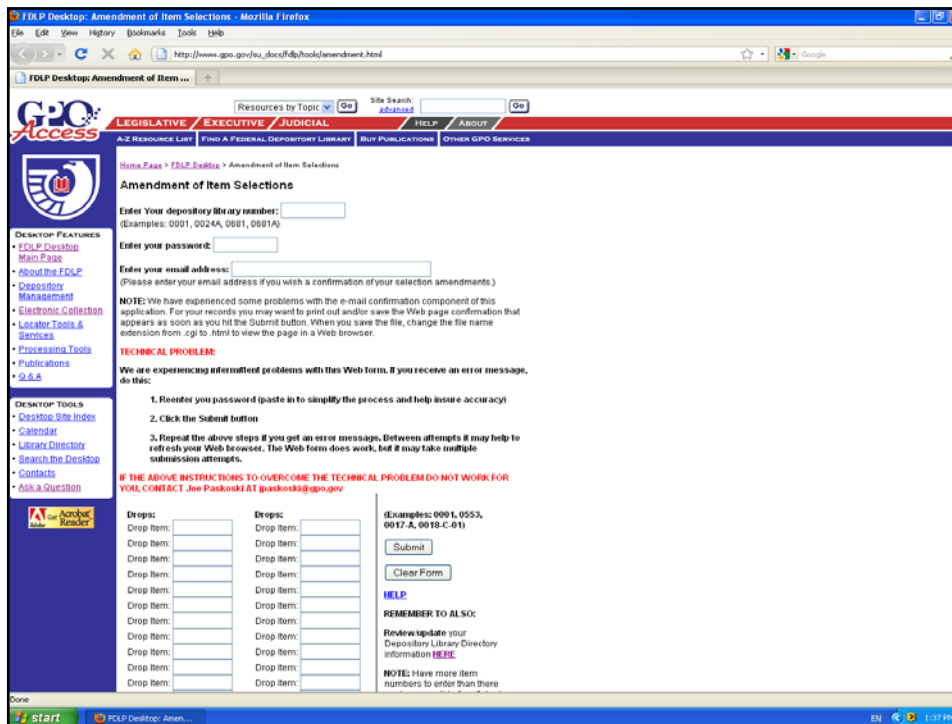
- Submit a well-defined proposal
- Ensure library administration support
- Deselect items in tangible formats through Amendment of Item Selections
- Subscribe to MARCIVE Documents Without Shelves (DWS)
- Initiate an extensive weeding project
- Track online document usage

## Proposal Components

- Background
- Current trends
- 0123A depository profile
- Recommendations
- Action steps
- Projected results

## Item Deselection

- Downloaded profile spreadsheet using DDM2
- Amendment of Item Selections – challenge !!
- Chris Brown's Tool - University of Denver
  - Download completed Class List from DDM2
  - Download your library's selections and non-selections in a single column from Item Lister
  - Construct Access database with 7 columns
  - Bring the previous two files into Access matching on the Item Number



## Chris' Drop Script

- Mercer Item Profile Access database created by Chris Brown
- Use Access database to generate:
  - Drop List
  - Protect List
- Export the Drop List from the Access database
- Use Chris' script to make drops on the fast track [http://fdlp.gov/home/repository/doc\\_details/631-item-deselection-on-the-fast-track](http://fdlp.gov/home/repository/doc_details/631-item-deselection-on-the-fast-track) [Slide 15]

Microsoft Access - Mercier Form - Microsoft Access

Security Warning: Certain content in the database has been disabled.

ID	Item	MercierSelect	Drop?	DateDropped	Notes	Inactive?	EL	Protect?	CGP/Looph
10001		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
1501 0150		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
1606 0151		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
3099 0294		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
3915 0461-A-12		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
3959 0461-D-29		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
4093 0483-A-19		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
4263 0497		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
5149 0567-A		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
5213 0572-C		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
5216 0573-D		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
5219 0574-A		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
5229 0577		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
6363 0741		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
6530 0769-C-02		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
6793 0823		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
6979 0848-F		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
6997 0853-A-01		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7013 0854-A-08		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7036 0856-A-07		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7142 0872-B		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7191 0899-A		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7182 0900-A		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7277 0909-D-01		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7541 0982-B-02		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7846 0992		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7883 1004-E		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7884 1004-E-01		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
2 0001-A		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
6 0003		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
7 0004		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
10 0006		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
16 0006-I-04		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
28 0011		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
36 0015		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
140 0015-B-61		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
145 0015-B-66		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
250 0024-B-33		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
414 0032-A-04		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
423 0034		Y							http://catalog.gpo.gov/F?func=find-e&coll_term
461 0039		Y							http://catalog.gpo.gov/F?func=find-e&coll_term

Record: 1 of 8447

FDP Desktop: Essential Titles for Public Use in Paper Format - Mozilla Firefox

http://www.gpo.gov/ku\_docs/fdp/ku/ntitles.html

Resources by Topic:  Site Search:

LEGISLATIVE / EXECUTIVE / JUDICIAL / HELP / ABOUT

A-Z RESOURCE LIST / FIND A FEDERAL DEPOSITORY LIBRARY / BUY PUBLICATIONS / OTHER GPO SERVICES

Home Page > FDP Desktop > List of Publications > Essential Titles for Public Use in Tangible Format

### Essential Titles for Public Use in Tangible Format

Essential Titles Revision Proposal: Report of the Feedback (2006)

Survey to Identify Essential Titles for Public Use in Paper or Other Tangible Format (2005)

The dissemination of information products through the Federal Depository Library Program (FDLP) includes a variety of formats. As directed by Congress, the primary method of making publications available to the FDLP is in print format. There are, however, specific titles that are to remain available for selection in paper format, as long as they are published in paper by the originating agency. These titles contain critical information about the activities of the U.S. Government or are important reference publications for libraries and the public. Maintaining the availability of these titles for selection in paper format has been deemed essential to the purposes of the FDLP.

This list was developed using input provided by the depository library community. Discussions concerning what titles were essential to the public and to FDLP libraries in paper format were held in conjunction with the development of the "Dissemination/Distribution Policy for the FDLP" in October 2000. An initial list, published in the 1998 "Study to Identify Measures Necessary for a Successful Transition to a More Electronic Federal Depository Library Program," served as a foundation for this document.

Titles may be added or removed from this list. Titles recommended by the library community will be considered for inclusion in this list. Titles will be removed when it has been determined that the agency has ceased publication in paper. Major changes in the operations or funding of the FDLP may cause this list to be modified at any time.

In addition, publications not available in electronic format, as well those determined to be appropriate for distribution in tangible format under the Superintendent of Documents' "Dissemination/Distribution Policy for the Federal Depository Library Program" (SOD 301, dated September 28, 2006), will be distributed in tangible format.

The following list of specific titles, when published in paper format, will be made available for selection by depository libraries:

**NEW ADDITIONS 8/9/06**

Internal Revenue Bulletin (weekly)			
SuDoc: T 22 23:	Item: 0957	Format: P	
SuDoc: T 22 23:	Item: 0957-A-02	Format: EL	

Congressional publications, including reports, documents, hearings, and prints, not yet on this list. This does not include Congressional commission publications (classified Y 3 --).

**Archival Reprints**

SuDoc: A 1.47:	Item: 0001	Format: P	
SuDoc: A 1.47:	Item: 0001-A-01	Format: PL	

## Results of Item Deselection

- 0123A total items – 4,113
  - Dropped items -- 1,975
  - Selected items -- 29
- Mercer Depository Profile
  - 48% item selection before July 2009
  - 26% item selection after July 2009

## Documents Without Shelves (DWS)

- MARCIVE subscriber since 1997
  - Shipping List Service (SLS)
  - Enhanced GPO Database Service
- Changed MARCIVE subscriptions
  - Dropped SLS and GPO records
  - Added MARCIVE DWS
- Received 100% electronic items with DWS
- Reduced cost by 64%



# Weeding Procedures

- Followed the FDLP Disposal Guidelines (*FDLP Handbook* Chapter 5.14, Page 15)
- Complied with the Georgia Depository Discard List Procedures  
[http://www.libs.uga.edu/govdocs/depository\\_libraries/discardlists.html](http://www.libs.uga.edu/govdocs/depository_libraries/discardlists.html)
- Created Offers Lists for submission to regional depository for approval

The screenshot shows the 'fdlp desktop' website interface. At the top, there is a search bar and navigation tabs for 'HOME', 'DEPOSITORY ADMINISTRATION', 'COLLECTION MANAGEMENT', 'OUTREACH', 'GPO CATALOGING', and 'COMMUNITY'. Below the navigation, there are links for 'Administrative Notes', 'FDLP Handbook', 'Library Directory', and 'Public Access Computers'. The main content area displays the title 'Chapter 5: Depository Collections - Page 15' with a breadcrumb trail: 'Home > Depository Administration > FDLP Handbook > Chapter 5: Depository Collections - Page 15'. The article text begins with '5.14 Discarding Depository Materials' and discusses guidelines for retention and discarding materials. A right-hand sidebar contains an 'Article Index' with a list of sub-sections from 5.1 to 5.9. A login form is visible on the right side of the page.



## Documents Shifting Project

- Part of library-wide re-carpeting project
- Back-shifted and compressed documents into six ranges
- Freed up space for Reference materials
- Created new space for Curriculum and Juvenile materials

## Future Plans

- Track online document usage
- Promote use of government information
- Manage electronic government resources

## URL/PURL Clickthrough

- Write a script to connect between Library Catalog and MySQL database
- Generate a prefix
- Add prefix in **Field 856** before the URL/PURL
- Create a web form to display the information by pulling the data from MySQL database

The screenshot shows a web browser window with the title "Jack Tarver Library - Documents URL Clickthrough Report Form - Mozilla Firefox". The address bar shows the URL "http://tarver.mercer.edu/Opachquery.html". The page content includes a search bar with "Keyword" selected, a "Search" button, and a "Catalog QuickSearch" section. Below this is the "Documents URL Clickthrough Report Form" which contains a "Please define your query:" section with a "Select a URL category:" dropdown menu (set to "All categories"), "Start Date:" and "End Date:" sections with "Select Month", "Select Day", and "Select Year" dropdowns, and a "Sort by:" section with a "Select a sort field" dropdown and radio buttons for "Ascending" and "Descending". There are "Submit" and "Reset" buttons at the bottom of the form. At the bottom of the page, there is a Google search bar and the address "1300 Edgewood Avenue, Macon, GA 31207". The footer contains links for "Tarver Library (Macon)", "Swilley Library (Atlanta)", "Law Library", "Medical Library", and "Regional Academic Centers Libraries". The Windows taskbar at the bottom shows the "start" button, the browser window, and the system tray with the time "12:18 PM".

Jack Tarver Library - Documents URL Clickthrough Report - Mozilla Firefox

http://tarver.marco.edu/ncj/spachtk/OpactProcess.php

Jack Tarver Library - Documents URL...

Catalog QuickSearch:  
Search in **Keyword** for  Search

Find Materials Services Collections About Us Reference & Instruction I would like to: Home > Documents URL Clickthrough Report Form

**Documents URL Clickthrough Report**

There are 93 records in this set of results.  
The current query is: SELECT \* FROM logged WHERE rdate BETWEEN "2007-01-01" AND "2018-12-31" ORDER BY rdate DESC

Date	URL	Type	Address
10/05/2009	http://purl.access.gpo.gov/GPO/LPS105899	gov	10.40.19.85
10/05/2009	http://purl.access.gpo.gov/GPO/LPS95236	gov	10.40.19.85
10/01/2009	http://purl.access.gpo.gov/GPO/LPS95236	gov	10.40.19.85
09/28/2009	http://purl.access.gpo.gov/GPO/LPS63054	gov	10.40.19.231
09/28/2009	http://purl.access.gpo.gov/GPO/LPS63054	gov	10.40.19.231
09/21/2009	http://purl.access.gpo.gov/GPO/LPS28231	gov	10.40.19.231
09/21/2009	http://purl.access.gpo.gov/GPO/LP5562	gov	10.40.19.231
09/18/2009	http://purl.access.gpo.gov/GPO/LPS35389	gov	10.40.19.85
09/18/2009	http://purl.access.gpo.gov/GPO/LPS110182	gov	10.40.19.231
09/18/2009	http://purl.access.gpo.gov/GPO/LPS110182	gov	10.40.19.85
09/18/2009	http://purl.access.gpo.gov/GPO/LPS110182	gov	10.40.19.85
09/18/2009	http://purl.access.gpo.gov/GPO/LPS110182	gov	10.40.19.106
09/18/2009	http://purl.access.gpo.gov/GPO/LPS110182	gov	10.40.19.85
09/18/2009	http://purl.access.gpo.gov/GPO/LPS110182	gov	10.40.19.231
09/18/2009	http://purl.access.gpo.gov/GPO/LPS110182	gov	10.40.19.231
09/18/2009	http://purl.access.gpo.gov/GPO/LPS28231	gov	10.40.19.85

## Promoting Government Information

- Redesign Government Documents web page
- Use Tarver Library News Blog
- Organize documents open house in spring
- Offer workshops on topic-specific government information
- Create web guides/online tutorials on specific government publications/databases



## Managing Electronic Collections

- Customize batch-loaded MARCIVE records
- Regularly update records
- Enhance public services in an electronic environment
  - Virtual reference
  - Instant Messaging (IM)
- Provide training for staff and users

## Final Thoughts

- Enlist support of library administrators
  - Share the value and benefits of FDLP participation
  - Keep your supervisor informed
- Collaborate with other library units
- Use FDLP Desktop – great centralized resource
- Keep up-to-date by monitoring listservs
- Network in documents community

Many thanks

To

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## Questions



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