

2005 Biennial Survey Significant Findings



October 4, 2006

The following statistics are provided and grouped by the areas in which the questions were posed. Results were compiled from the submissions of 1,190 depository libraries, or 94% of depositories, in response to the 2005 Biennial Survey conducted in December, 2005. The biennial survey is a legal requirement under 44 U.S.C. § 1909. The raw data is available on the [Biennial Survey web site](#).

DEPOSITORY STATUS

Depository coordinators were asked if their libraries intended to remain in the FDLP. Six depositories indicated they intended to leave the program (four academic and two public libraries).

- Over 99% indicated they want to remain in the FDLP

WRITTEN POLICIES & PLANS OF DEPOSITORY LIBRARIES

It is encouraging to note that 91% of respondents have a written collection development policy and 74% have a written access policy. However, other responses indicated a need for the development of public service policies in the use of electronic formats and FDLP internet use. With only 71% of depository libraries indicating they know about or have a state plan for guidance, there also appears to be a need for the development of and education about state plans.

Depository libraries are strongly encouraged to develop written policies regarding government information in electronic format and FDLP internet use if this is not covered in library-wide policies. The need for such policies is further highlighted by the findings in the FACILITIES AND PUBLIC ACCESS IN DEPOSITORY LIBRARIES Section (see page 3) where barriers to access are identified.

Depository libraries are also strongly encouraged to develop state plans and to educate depositories about those state plans.

- 91% have a written collection development policy for U.S. Government depository documents
- 53% have a written policy regarding public services for government information in electronic formats
- 52% have a written policy for FDLP internet use
- 74% have a written access policy for the depository collection

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- 69% have a written binding and replacement policy in place for depository materials
- 67% have a disaster plan which includes the Federal depository collection
- 71% know about or have a state plan that governs Federal depository operations

COLLECTION MANAGEMENT & SELECTION IN DEPOSITORY LIBRARIES

This section inquires about the management of collections including mainstreaming, substitution, cataloging, processing, and item selection rates. A large number of depositories (61%) are substituting official online resources for tangible materials and including hyperlinks to the objects in their OPACs. Also, 44% of depositories have some materials in remote storage indicating that shelf space is a problem.

- 91% are integrating at least some of their depository documents into the library's main collection
- 61% of the respondent libraries are substituting official online resources for tangible depository material
- 79% provide piece-level records for ALL depository receipts
- 44% store some materials in remote storage
- 34% is the average selection rate
- 50% integrate the processing of depository receipts into the processing unit for other library materials
- 99% include depository documents in the library's catalog
- 79% is the average amount of current depository receipts included in depository library catalogs
- 82% include records for Federal government information products in the library OPAC and support active hyperlinking capability

BUDGETS & STAFFING OF DEPOSITORY LIBRARIES

In the area of budget and staffing levels, a clear trend was revealed. Depository libraries across the board have experienced cuts in staffing because of financial constraints and unfilled vacancies created by retirements. There were interesting numbers reported concerning the level of funding provided for professional and support staff training. Essentially, there appears to be a trend to provide more funding in the library budget for attendance at state meetings than for attendance at national meetings. In particular, 69% of support staff members receive some funding to attend state meetings while only 20% receive some funding to attend national meetings. This places an increased importance on quality training at state level meetings.

The survey does not address whether staff received funding at the last minute to attend training even though this was not a budget item. A few comments were received regarding a question which seemed to equate the cross-training of staff with a diminished need for less full-time documents staff. Consideration will be given to removing or rephrasing this question for future biennial surveys.

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- 39% experienced a decrease in depository staffing in recent years (many described the loss of staff due to retirement and budget cuts)
- 73% of library budgets include funding for professional staff to attend national meetings and continuing education events
- 87% of library budgets include funding for professional staff to attend state meetings
- 20% of library budgets include funding for support staff to attend national meetings
- 69% of library budgets include funding for support staff to attend state meetings
- 64% report budget constraints limit staffing
- 57% report cross training of staff allows them to function with less full-time documents staff

FACILITIES & PUBLIC ACCESS IN DEPOSITORY LIBRARIES

Issues associated with public access to materials (tangible and electronic) dominated questions in this section of the survey. It also included a question about library facilities that were undergoing remodeling, relocation or new construction because of the impact such construction might have on public access to services in the use of Federal government documents.

The findings were inconsistent because of the manner in which access is defined. For instance, while 21% of depository libraries responding experienced construction, remodeling or relocation efforts which may have impacted public access to the depository collection in the short-term, more than 76% of depository libraries offered wireless (wi-fi) access to the internet for greater electronic access to Federal government resources. A significant number (89%) of depository libraries do not require identification to enter the library and/or use depository resources.

Also, the survey showed that a majority of depository libraries provide access to Federal government resources for the physically challenged. Over 66% of depository libraries offer specialized computer software that provides assistive technology for the physically challenged.

95% of depository libraries have no filtering/blocking software, or they have the ability to turn off or work around filtering/blocking software which could restrict access to some Federal government resources.

It appears that depository libraries are making progress in providing electronic access to the general population, but some barriers exist for the physically challenged.

- 89% of depository libraries do not require identification to enter the library and/or use depository resources
- 21% had construction, remodeling, or relocation affect the depository operation
- 76% provide wireless (wi-fi) access to the internet
- 83% meet the 2005 Minimum Technical Requirements for Public Access workstations in Federal depository libraries which may hinder their ability to provide adequate public access to electronic resources.
- 96% make CD-ROMs available or accessible

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- 84% make DVDs available or accessible
- 22% use filtering or blocking software on the public access workstations
- 95% have no filtering/blocking software or have the ability to turn off or work around filtering/blocking software when patrons are doing research or need to use Federal Government information on the Web
- 66% have computer equipment that uses assistive technologies (hardware or software) for the physically challenged
- 29% report barriers to depository resources for persons with disabilities

Types of barriers that exist for persons with disabilities:	# of depositories
Difficult access into the building (lack of or inadequate ramp, handicapped doors, etc.)	31
Difficult access to depository collection in the library, i.e., no elevator to documents collection(s)	37
Stack aisles are too narrow for wheel chair access.	129
Insufficient or no computer workstations, at which FDLP materials can be accessed, that are adequate for wheelchair-handicapped access.	16
Insufficient or no computer workstations, at which FDLP materials can be accessed, that have text reading and/or other similar screen reading capabilities.	138
Library computer screens/Web pages, etc., that can include depository materials, have 508 compliance problems (the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973).	61
Other (Includes Shelving unstable, entrances and aisles won't allow wheelchair access, need handicapped doors, no elevators, heights of stacks, closed stacks, and no text readers.	61

PROMOTIONAL ACTIVITIES & USE OF COLLECTIONS / RESOURCES

Questions in this section assessed the promotion of Federal government information products and the services provided in their use. Responses indicate that 75% of depository libraries work diligently to promote the depository and its collection, and a majority of them (64%) take advantage of the free FDLP promotional materials offered by GPO. 17% conduct user surveys or other studies to determine the quality of library services.

Included in this section is also usage of various electronic announcement or customer services provided by GPO. 79% of depositories subscribe to the FDLP-L announcement service from GPO intended to circulate vital news about the FDLP. **GPO continues to strongly encourage the community to use the FDLP-L and requests that every depository have at least one staff member subscribed to this announcement service.**

It is also interesting to note that 19% of the respondents report between 26 and 50 incidents of use of the depository collection/services each week.

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Promotions

- 76% of library staff are regularly made aware of new Federal Government information products, services, and resources through email
- 75% promote the depository to the general public
- 64% use the free FDLP Promotional materials available through GPO

Usage of Depository Collections

- 46% report 1-25 incidents of use of depository collections/services each week
- 19% report 26-50 incidents of use of depository collections/services each week
- 10% report 51-75 incidents of use of depository collections/services each week
- 17% conducted user surveys or others studies to determine the quality of depository services

Usage of GPO FDLP Resources

- 91% use the GPO Access databases
- 85% use the CGP
- 82% use the Federal Agency Internet Sites
- 82% use DDM2
- 79% use FDLP-L
- 71% use N&O
- 70% use NET
- 68% use Browse Topics
- 67% use GPO Bookstore
- 65% use the Enhanced Shipping List Service
- 63% use Ben's Guide
- 60% use the CRM
- 54% use the Federal Bulletin Board
- 49% use GILS
- 39% have signed up for the Statistical Information Request from GPO
- 34% use the web resource, Resources for Federal Depository Library Directors
- 18% use the FDL-Directors-L

VIRTUAL REFERENCE (VR) SERVICES IN DEPOSITORY LIBRARIES

The depository community was asked to indicate their level of current participation and interest in VR services. It is interesting to note that 48% currently participate in some kind of virtual reference service. 43% of respondents would be interested in participating in a virtual reference service if it was administered by or through GPO.

- 48% currently participate in a virtual reference service
- 43% would be interested in participating in a virtual reference if it was administered by or through GPO

TRAINING INTERESTS OF DEPOSITORY LIBRARIES

To assess training needs, the community was asked about their level of interest in particular types of training. The levels of interest listed below are the numbers of depository coordinators very or extremely interested in training in specific areas. A significant amount of additional training suggestions were received and are delineated below. There were implications for the venue at which such training would be delivered. As indicated in the responses to BUDGETS AND STAFFING IN DEPOSITORY LIBRARIES (see page 2), a higher amount of budgeting is available for staff attendance at state rather than national meetings. For a list of suggested training submitted by respondents, see page 38 of the [Biennial Survey of Depository Libraries: 2005 Report](#).

Level of interest in training indicated either very or extremely interested

- 54% Census materials
- 47% GPO Access
- 44% CGP
- 43% STAT-USA/USA Trade Online
- 38% GIS
- 37% FDLP Desktop
- 36% marketing your library at the local level
- 33% grant opportunities/how to apply for grants
- 31% how to conduct user surveys
- 31% depository operations
- 30% marketing/promotion
- 24% disaster planning
- 24% GPO online help
- 18% Ben's Guide
- 11% depository anniversary celebrations
- 5% library of the year

DIGITIZATION EFFORTS IN DEPOSITORY LIBRARIES

The community was asked to report the level of local efforts to digitize Federal government documents. While 10% are involved in document digitization projects, responses did not clearly describe the lead institution in these efforts as a depository institution or a private entity. Most local digitization efforts were reported as digitizing non-FDLP materials. 66% of the institutions digitizing documents allow the general public unrestricted free use of the digitized collection. For a full listing of the digitization projects reported by respondents, see page 40 of the [Biennial Survey of Depository Libraries: 2005 Report](#).

- 10% are currently involved in document digitization projects; some are using digitization specifications for both preservation and access level copies
- 66% offer unrestricted free use of the digitized collection to the general public
- 50% catalog their digitized collections

**STORAGE OF ONLINE PUBLICATIONS ON LOCAL SERVERS IN
DEPOSITORY LIBRARIES**

18% of depositories currently download, store, and make online publications accessible via local servers although most download between 1 and 25 files (see full details below). 33% of the respondents are willing to receive digital files from GPO to store on local systems although most are willing to receive between 1 and 25 files (see full details below).

- 18% download, store, and make online publications accessible via local servers (10% download 1-25 files, 3% download 26-100 files, 3% download 101-500 files, 0% download 501-1000 files, 1% download 1001-5000 files, and 1% download more than 5000 files)
- 33% are willing to receive digital files on deposit from GPO, store them, and make them accessible via local servers (18% willing to receive 1-25 files, 6% willing to receive 26-100 files, 4% willing to receive 101-500 files, 2% willing to receive 501-1000 files, 1% willing to receive 1001-5000 files, and 2% willing to receive more than 5000 files)

FOREIGN LANGUAGE MATERIALS REQUESTED BY DEPOSITORY LIBRARIES

The depository coordinators were asked about their interest in receiving depository materials in foreign languages. A small number of depositories have an interest in a variety of foreign language materials as evidenced by the findings below. While most interest, 15%, was shown in collection U.S. Government documents in the Spanish language, the interest in collecting U.S. Government documents in a number of other foreign languages was noteworthy.

- 15% are very or extremely interested in Spanish language FDLP materials
- 6% are very or extremely interested in materials in other languages

The other languages requested include:

Amharic	6	English	225	Lloko	4
Arabic	97	French	126	Magahi	1
Armenian	6	German	82	Newari	1
Bengali	8	Greek	12	Persian	30
Bulgarian	3	Hindi	60	Polish	32
Cambodian	52	Hungarian	8	Portugese	33
Catalan	2	Italian	33	Romanian	14
Chinese	203	Japanese	117	Russian	128
Czech	8	Korean	116	Serbian	22
Dutch	4	Laotian	48	Slovak	1