Collection and Discovery Services Working Group
January 2020

Summary

The Government Publishing Office (GPO) recognizes the need for a forum where the Depository Library Council (DLC), Federal depository libraries (FDLs), and GPO may explore and discuss opportunities and proposals for collaboration in multiple areas of the program and the management and development of the National Collection of U.S. Government Public Information. As the technological world develops rapidly and the physical landscape of the National Collection changes, the time seems right to coordinate our thoughts, research, plans, and efforts to move the program forward into the future and to expand and enhance the services we provide to our communities and stakeholders. The stakeholders in the Federal Depository Library Program (FDLP) will seek ways to encourage engagement and participation of FDLs in cataloging/metadata and technical services issues.

Possible Actions Items for Discussion and Development

·   Facilitate the exchange of ideas between Federal depository libraries and GPO in all aspects of the management of and access to their collections of U.S. government information products.

·   Expand and deepen the involvement of FDL staff with cataloging/metadata and technical services initiatives, policies, and procedures.

·   Encourage the collaboration of FDLs and GPO in all areas of the development, maintenance, and usage of their collections.

·   Solicit proposals for and exchange information and ideas about new services and products.

·   Act as a clearinghouse for FDL cataloging/metadata initiatives and innovative applications of information technologies to the management of FDLP collections.

·   Act as an open forum for communications among FDLs, GPO, and other stakeholders in the sphere of Federal government information production, dissemination, and utilization

·   Act as an open forum for the discussion of major developments in the fields directly impacting the management of FDLP collections and for developing collaborative plans and actions to assist FDLs to incorporate such changes to the operations and workflows

   o   Examples:
   o   RDA 3R
   o   BIBFRAME
         ▪   Testing and preparations
   o   Linked data
   o   Distribution methods for CGP records
         ▪   Creation of record sets for posting on CGP on GitHub
   o   Item number system
         ▪   Possible new directions

·   Disseminate information about these efforts to the entire FDLP community.

·   Foster cooperation among member institutions in the planning and implementation of technical services projects.

·   Support the technological research and development work of FDLs by providing GPO's expertise and experience in collection development, preservation, cataloging/metadata, and information systems.

·   Provide technical assistance as requested by FDLs.

·   Operationalize these initiatives

    o   Forums at FDL conferences and other conferences and meetings
    o   Surveys
    o   Single questions posted on FDLP.gov

Organization and Membership

·   This working group will be entitled: Collection and Discovery Services Working Group

·   The working group will be ongoing as necessary, and will be a standing working group of the DLC.

·   The membership of the group will consist of interested parties from the Government Publishing Office, the Depository Library Council and members of the community.

·   Members will serve for two-year terms with an option to continue, except the current group, who will serve three years, in order to coordinate a rolling group of members as the working group gets started.

Meetings

·   The group will meet virtually, in January, March, June and September. An additional in-person meeting at the Fall Depository Conference may be held.

·   All members will attend the virtual Spring Depository Conference, and if possible Fall Depository Library Conference in person.

·   The agenda and minutes of the meetings will be posted on the FDLP.gov website.

Governance

·   The working group will have a Chair and a Secretary, agreed upon by the group.

·   Members will be selected by soliciting volunteers.

·   Membership will consist of at least three members of the DLC, three members of the community, and at least two members of GPO, not to exceed ten members.

·   Addition expertise from any of these areas may be called upon as needed.

·   The chair will schedule meetings based polling members. Meetings will be recorded.

·   Ideas for actionable work may come from a variety of sources: within GPO, from the community, or may be solicited for input.

Communication with FDLP

·   The Working Group will use a variety of tools to communicate to the FDLP. At a minimum, the group will offer brief reports during the Spring and Fall Conferences.

·	Other modes of communication could include FDLP news alerts, surveys and blog posts.

Reporting to the DLC and GPO

·	Minutes of the meetings will be shared with the Depository Library Council via email and reside in the Council's Working Group Google Drive files.

·	A DLC member on the group will report on any meetings or action items during the monthly DLC conference calls.

·	The presence of GPO staff on the committee will promote information sharing from GPO to the DLC and community and vice versa.

Questions and Issues

·	It was the feeling of the group that the community would welcome GPO taking the lead on issues related to cataloging and metadata.

·	GPO staff are willing to investigate queries from the community.