

## Continuation in Depository Libraries

The Continuation Working Group was tasked with identifying resources and ideas for smoothing transitions between depository coordinators in a library, whether that reflects a library's internal approach to succession planning or some external impact, from the larger depository community, GPO, or library associations.

### Resources to Help with Succession Planning, Especially for Those New to Government Documents and the Federal Depository Library Program

#### Succession Planning

Deards, Kiyomi D. and Gene R. Springs. *Succession Planning and Implementation in Libraries: Practices and Resources*. Hershey, PA: IGI Global, 2014.

Galbraith, Quinn, Sara D. Smith, and Ben Walker. "A Case for Succession Planning: How Academic Libraries Are Responding to the Need to Prepare Future Leaders." *Library Management* 33, 4/5 (2012): 221-240.

Hall-Ellis, Sylvia D. and Deborah S. Grealy. "The Dreyfus Model of Skill Acquisition: A Career Development Framework for Succession Planning and Management in Academic Libraries." *College & Research Libraries* 74, 6 (November 2013): 587-603.

Miller, Katrina M. "Changing of the Guard: Best Practices for Saving and Transferring Institutional Knowledge." *AALL Spectrum* 18, 8 (June 2014): 28-29.

Rothwell, William J. and Stan Poduch. "Introducing Technical (Not Managerial) Succession Planning." *Public Personnel Management* 33, 4 (Winter 2004): 405-419.

Stewart, Andrea Wigbels, Carlette Washington-Hoagland, and Carol T. Zsulya, eds. *Staff Development: A Practical Guide*. 4th ed. Chicago, IL: American Library Association, 2013.

Topper, Elisa. "Succession Planning in Libraries." *New Library World* 109, 9/10 (2008): 480-482.

#### Studying Government Documents

In October 2015, Dr. Debbie Rabina (Professor of Library and Information Studies, Pratt Institute) posted a message to GOVDOC-L inviting those who have taught a class concerning government information in a library and information science program to participate in a survey of their practices. One question addressed textbooks used, and the respondents identified the following:

Hartnett, Cassandra J., Andrea L. Sevetsen, and Eric J. Forte. *Fundamentals of Government Information: Mining, Finding, Evaluating, and Using Government Resources*. 2nd ed. Chicago, IL: ALA Neal Schuman, 2016.

Hernon, Peter, Harold C. Relyea, Robert E. Dugan, and Joan F. Cheverie. *United States Government Information: Policies and Sources*. Westport, CT: Libraries Unlimited, 2002.

Morrison, Andrea M, ed. *Managing Electronic Government Information in Libraries: Issues and Practices*. Chicago, IL: ALA Editions, 2008.

Robinson, Judith Schiek. *Tapping the Government Grapevine: The User-Friendly Guide to U.S. Government Information Resources*. 3rd ed. Phoenix, AZ: Oryx Press, 1998.

## Online Resources

The Federal Depository Library Program (FDLP) provides several online resources especially helpful for those newly involved:

[FDLP Basics](#)

[FDLP Quickstart Guide](#)

[FDLP Legal Requirements and Program Regulations](#)

Be sure to consult the *FDLP Directory* to identify local depositories and colleagues who can offer advice and counsel. Contact the Regional Depository for your state to alert them to the staff changes at your library, and be sure to update the *FDLP Directory* with your new contact information.

[FDLP Directory](#)

Our colleagues at the University of North Texas have also posted a useful guide:

[Eight \(formerly Twenty-One\) Things to Do When Assuming Responsibility for a Federal Depository Library](#)

Once you have the basics under control, you may find it helpful to thoroughly review the current depository operation in light of evaluation criteria in the FDLP's *Public Access Assessment*.

[FDLP Public Access Assessments: Initial Review Checklist](#)

The *FDLP Academy* provides many webinars and training videos which address not only depository operations but also many topics pertinent to finding and using government information.

[FDLP Academy](#)

The Government Resources Section of the North Carolina Library Association also provides helpful webinars.

[Help! I'm an Accidental Government Information Librarian](#)

Subscribe to the GOVDOC-L listserv to monitor and participate in discussions of practically anything pertinent to government documents and government information.

[GOVDOC-L](#)

The Government Documents Round Table (GODORT) of the American Library Association also offers a venue for professional networking and participation.

[ALA GODORT](#)

This list of resources compiled by James Shaw (Criss Library, University of Nebraska at Omaha) for the Depository Library Council, March 2016.