

2014 DLC Meeting & FDL Conference FEDERAL DEPOSITORY LIBRARIES

Connecting Communities

The Comprehensive Preservation Plan for Government Documents

A Discussion of the
National Academy of Public Administration
(NAPA) Recommendation #3

Depository Library Council Session
Thursday, May 1, 2014

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Agenda

- Kate Irwin-Smiler, Moderator
- Introduction and Overview
- Partnerships
- Preserving Print
- Digitization
- Cataloging/Metadata
- Building it up: Who and How
- Questions

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Introduction and Overview

- NAPA Recommendation #3
- FDLP Forecast Study
- Preservation Week 2013
- Definition of preservation
- Scope of collection
- Comprehensive plan outline
- Government Information Access & Preservation Network

Preserving the Collection of Federal Government Documents:
A Comprehensive Plan Outline

1. Introduction
2. Executive Summary
3. Background
 - a. U.S. Government Printing Office (GPO) history
 - b. The FDLP
 - i. Mission of the Federal Depository Library Program (FDLP)
 - ii. Principles of Government Information
 - iii. Public access to documents and the FDLP
 - c. Cataloging and Indexing (CAI)
 - d. Timeline of significant collections
 - e. GPO's collaborative role with the National Archives & Records Administration (NARA) and the Library of Congress (LC)
4. Definition of Preservation
 - a. Preserving the National Collection
 - i. Standards and best practices
 - ii. Digitization as a viable means of preservation
 - iii. Role of Preservation in Achieving Permanent Public Access
 - b. Funding
 - i. GPO's constraints
 - ii. Federal Depository Library constraints
4. A National Collection
 - a. Collection history
 - b. Collections scope: date span, national and local content
 - c. GPO's public documents collections at NARA
 - d. Government documents collections at LC
 - e. Federal Depository Libraries
 - f. National Libraries
 - g. Other Federal Agencies
 - h. Other Stakeholders
5. Intellectual and Bibliographic access



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NAPA Recommendation #3

“To safeguard the historical documents of our democracy for future generations, **GPO** should **work with depository libraries** and other library groups to **develop a comprehensive plan** for **preserving the print collection** of government documents. This plan should include **cataloging, digitizing, and preserving tangible copies** of government publications, a timeline for completion, and **options for supporting the effort financially**, as well as a process for **ingesting** digitized copies into the **Federal Digital System**. Congress should appropriate funds for the purpose of cataloging, digitizing, and preserving the government collection.”

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Participation in Partnerships

- Can we identify and describe different levels of participation?
- Thinking like a director, what would motivate you to participate in the Government Information Access and Preservation Network? What does the library get out of participating?
- What challenges have you faced or lessons have you learned from similar endeavors?

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Partnerships: <http://www.fdlp.gov/about-the-fdlp-2/partnerships>

- **Benefits:**
 - ♦ Permanent public access to electronic content that GPO does not provide.
 - ♦ Access to services that allow federal depository libraries to enhance their collections.
 - ♦ Access to services and resources that connect the public to its government's information.
 - ♦ Access to resources that assist federal depository libraries to manage their collections.
- **Types:**
 - ♦ Content: Provide public access to electronic federal material.
 - ♦ Service: Provide enhanced services to depository libraries and the public.
 - ♦ Hybrid: Provide a mix of electronic content with a variety of services.

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Preservation of Tangible Objects

- **Rarity?** Artifactual value - Number of known copies
- **Condition?** Brittle paper – damaged binding
- **Use?** Low – High – Current - Anticipated
- **Collection Focus?**
- **Do trusted, publically accessible digital surrogates exist?**

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Preservation of Tangible Objects

<p>PREVENTATIVE</p> <ul style="list-style-type: none"> ▪ Disaster Prevention/Recovery ▪ Housekeeping & Environment ▪ Bibliographic Control ▪ Protective Housing ▪ Basic Book Repair ▪ Transfer to Special Collections ▪ Transfer to Collection Repository ▪ Create Digital Surrogates ▪ Right-size Collections 	<p>REMEDIAL</p> <ul style="list-style-type: none"> ▪ Intermediate Book Repair ▪ Conservation
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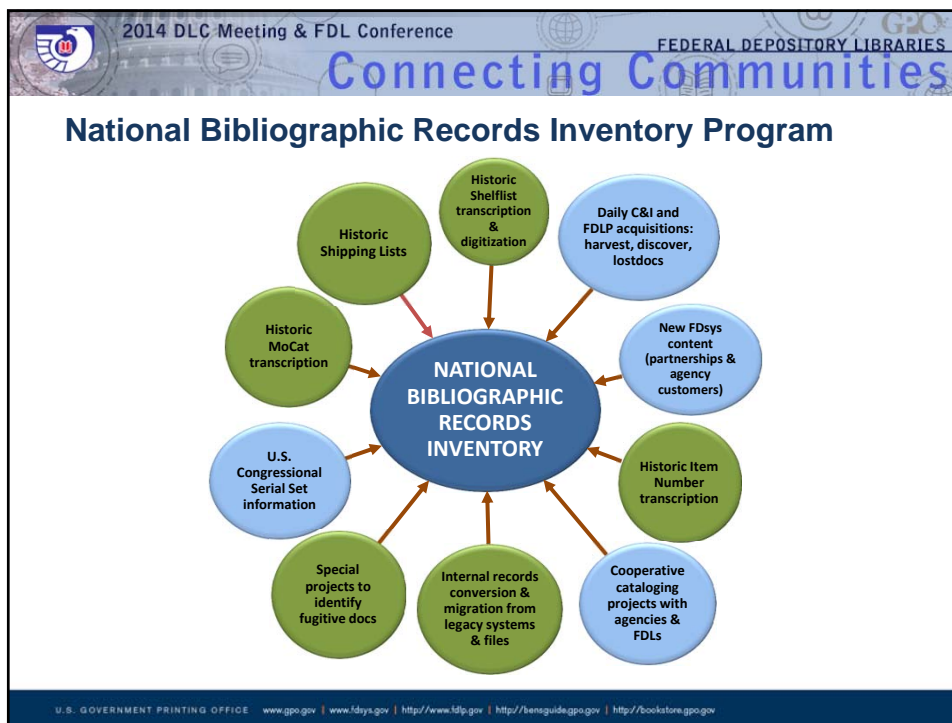
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Digitization

1. Verify/collate source material before scanning
2. Digitize following FADGI guidelines:
 - Scan at a bit depth and resolution appropriate to capture information content
 - Select appropriate master and derivative access file types
 - Create accurate OCR for access files
3. Follow best practices for Digital Preservation:
 - www.digitalpreservation.gov/ndsa/activities/levels.html
4. Perform quality control on images, verification, and fixity checks on files
5. Create descriptive metadata or catalog records for new digital content

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Cataloging/Metadata

- Critical component of preservation and permanent public access
- GPO is the national authority for cataloging Government information products
- Many cataloging/metadata partnership opportunities
 - Not all partnerships are alike
 - ◆ Libraries provide varied expertise and content
 - ◆ GPO provides varied services
 - ▶ Enhance cataloging
 - ▶ Crosswalks
 - ▶ Others?

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Building it up – who and how



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Participation in Partnerships

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- Thinking like a director, what would motivate you to participate in the Government Information Access and Preservation Network? What does the library get out of participating?
- What challenges have you faced or lessons have you learned from similar endeavors?

And one last question ...

- Are there other types of preservation partnerships we haven't discussed?

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Government Information Access and Preservation Network

Advisory Board


OFFICIAL DIGITAL SECURE

Federal Information Access Assurance Partners

Cataloging/Metadata | Collection Condition Assessment | Digitization | Harvesting | Hosting | Preservation | Others?

A Program of the U.S. Government Printing Office

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Discussion

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