

2013 BIENNIAL SURVEY OF FEDERAL DEPOSITORY LIBRARIES

Final Questions — June 13, 2013



FEDERAL DEPOSITORY LIBRARY PROGRAM
MAKE THE CONNECTION | <http://www.fdlp.gov>

Depository Coordinator Information

Name:

Title:

Parent institution (University, City, etc.):

Library Name:

Depository Library Number:

Email Address:

Phone Number:

Question 1. I have reviewed my library's information in the Federal Depository Library Directory and it is current and correct.

- Yes
- No

Question 2. Does your library plan to remain in the Federal Depository Library Program?

- Yes
- No
- Not Sure

Question 3. Are you considering changing your designation from regional to selective?

- Yes
- No
- Not applicable. My library is a selective depository.

Question 4. How many physical or tangible publications are in your library or library system other than government publications? (Include material in cataloged and uncataloged collections under the purview of your library director).

- Less than 10,000
- 10,000 or more

Question 5. Describe your depository collection characteristics. Select all that apply.

- Do not weed
- Comprehensive, research collection (minimal weeding)
- Blend of current and retrospective holdings (some weeding, performed on a regular or as needed basis)
- Mostly current, 5-year collection (regular weeding)
- Emphasis on collection and/or services for electronic resources

Question 6. Does your library have official selective housing agreements (SHA)?

- Yes
- No
- Don't Know

Question 7. Identify the primary strategies you employ to determine the Federal Government information needs of your community.

Question 8. How often do you review depository item selections?

- Annually perform a comprehensive review
- Review item numbers on an ongoing basis
- Routinely perform a review every 1- 2 years
- Review item numbers on an as needed basis – no regular review
- Don't know

Question 9. Does your library provide public access to all titles in the FDLP Basic Collection, in at least one format?

- Yes
- No

Question 10. Indicate where tangible Federal depository publications are housed. Select all that apply.

Titles are housed in:

- A separate collection (i.e., apart from the main or general collection)
- A main or general collection
- A reference collection
- A periodicals collection
- An archival collection
- Special Collections
- Closed stacks within the library
- Compact shelving within the library
- Other branches or locations in the library system
- Remote storage offsite from the library
- Selective housing site(s)
- Other location. Please specify

***Question 11. Does your library provide access to eBooks (downloadable e-books, and not links to books that are available online)?**

- Yes, to all patrons
- Yes, but only to primary patrons
- No

If yes, which formats do you make available? For example, example, Mobi, EPUB, etc. (optional)

If yes, through what mechanism or tool do patrons download the ebooks? For example, through a subscription database, downloaded from a local server, etc. (optional)

If no, do you anticipate making eBooks available within the next year? (optional)

- Yes
- No

***Question 12. Are you planning to relocate Federal depository collection(s) in the next two years? For example, are there plans to renovate your library and shift collection locations?**

- Yes
- No
- Possibly

Question 13. How does your library create and maintain a piece level inventory for all tangible publications currently being received? Select all that apply.

- Shelflist
- Catalog
- Other. Please specify

Question 14. How does your library keep and maintain a piece level inventory for all older, previously received tangible publications? Select all that apply.

- Shelflist
- Catalog
- Other. Please specify

Question 15. Describe access to depository microfiche. Select all that apply.

- Access from library microfiche readers with printing capabilities (i.e., print to paper)
- Access from library microfiche readers with scanning capabilities
- Access from library microfiche readers but unable to print
- No capabilities in the library
- Circulate to patrons

***Question 16. Has your library conducted a collection condition survey/assessment in which depository materials were included?**

- Yes
- No

***Question 17. Since your library became an officially designated Federal Depository library, have significant portions of your historic documents collection been lost due to natural or man-made disasters?**

- Yes
- No

**Question 18. Describe the access to depository tangible electronics (i.e., CD-ROMs, DVD-ROMs, etc.).
Select all that apply.**

- Access from library public workstations with printing or downloading capabilities
- Access from library public workstations but unable to print or download
- Access through a library local network
- No capabilities in the library
- Circulate to patrons
- Copy and circulate
- Offer mediated access

**Question 19. Describe your collection review practices related to weeding depository publications.
Select all that apply.**

- Publications discards are processed in conformance with regional depository library direction
- Publications are routinely reviewed and weeded when appropriate, at least annually
- Review is irregular as publications are only reviewed for possible weeding when needed
- My library does not weed or only weeds superseded publications
- My library is currently weeding a large part of the collection or plans to weed heavily within the next two years
- Don't know
- Does not apply as my library is a Federal library or highest state appellate court library

***Question 20. Does your library have a preservation/conservation program that includes, but is not limited to activities such as binding, encapsulation, or moving materials to a climate controlled area?**

- Yes
- No

If yes, are preservation activities applied to depository materials? (optional)

- Yes
- No

Question 21. How does your library routinely identify appropriate online publications for your depository collection?

Question 22. How does your library routinely create, acquire, or update bibliographic records for online publications? Select all that apply.

- CGP Z39.50 gateway
- Vendor records service(s)
- Cataloging Record Distribution Program
- Copy cataloging
- Records for born digital publications are added to the catalog
- PURLs are added to existing bibliographic records that describe a tangible format
- My library does not create or obtain bibliographic records for online only publications
- Other. Please specify

Question 23. How do you provide access to online publications? Select all that apply

- Catalog records
- Web site
- Library guides
- Other. Please specify

Question 24. Do you find that depository staffing is adequate to fulfill basic depository responsibilities and FDLP requirements?

- Yes
- No

Question 25. Does the library currently have a designated depository coordinator or coordinators or an interim coordinator if the permanent position is vacant?

- Yes
- No

***Question 26. Describe the experience level of staff who work in depository operations. Select all that apply. Please do not include student workers or volunteers.**

- Beginner (Little or no knowledge)
- Intermediate (Some knowledge, but limited)
- Expert (Familiar with most/all depository operations)

Question 27. Does anyone at your library identify themselves as an expert in any aspect of depository operations or services? For example, technical services, reference services, subject specialty.

- No
- Yes. Please specify

Question 28. How is information about the FDLP shared with staff members at your library? For example, new resources of interest, notice of a survey, etc.

Question 29. Which GPO provided formats does your library to expect to utilize in the next two years? Select all that apply.

- National in person workshops
- In person conferences
- Webinars
- Online self-paced sessions
- Videos
- I expect to be a presenter at a training session
- Other. Please specify

***Question 30. Which training formats does your library expect to utilize in the next two years from non-GPO sources? Select all that apply.**

- Local in person workshops
- National in person workshops
- In person conferences
- Webinars
- Online self-paced sessions
- Short videos
- I expect to be a presenter at a training session
- Other. Please specify

***Question 31. What topics are priorities for staff training at your library during the next two years? Please list areas/resources used in depository operations, Federal agencies or their resources, or specific subjects of interest. [Optional question]**

Question 32. Are there any actual or perceived barriers, physical or administrative, to depository resources in any format for the general public or non-primary library users? Select all that apply.

- Difficult physical access into the building (e.g., lack of or inadequate ramp or handicapped doors or no elevator to enter the building)
- Difficult physical access to the depository collection within the library (e.g., no elevator to depository collections, entrances or stack aisles are too narrow for wheelchair access, shelving is unstable, or stacks are closed or too high to reach)
- Computer equipment that does not accommodate persons with disabilities
- Patron authentication on public access computers and access by non-primary patrons is not available or is not advertised
- Filtering or blocking software on public access computers impedes access
- Not open to the general public during certain time periods (i.e., closed nights or weekends, during exam weeks, or not open year round)
- Age restrictions to depository collections (including online depository resources)
- Security guards limit entry to the library or institution only to specific groups of authorized individuals
- Library Web pages or policies have conflicting information about ways that depository patrons may access the library
- Restricted access policies or instructions displayed on library Web pages, signage, computer log in screens, or other library message
- A specific type of identification card is required for building access or access to public access computer workstations and the general public or non-primary users do not have this identification card (or may not acquire it at no cost)
- Publications from the collection are on reserve, in special collections, or in remote storage and are not available to all patrons
- No problems exist
- Other. Please specify

Question 33. May any member of the general public (regardless of residency in the library service area, age, disability, or other status) access and use Federal Government information resources in all formats and receive reference services free of charge at your library and selective housing sites?

- Yes
- No
- Don't know
- Not applicable as my library is designated as the highest state appellate court library

***Question 34. List the primary ways your library provides public services for depository resources (e.g., reference, instruction within the library, presentations to community groups).**

Question 35. Is the eagle emblem, statutory language, or other language indicating the library is a center of Federal information resources prominently displayed? Select all that apply.

- Emblem on or near all library entrances
- Emblem and/or language on library home page
- Emblem and/or language on library Web pages other than the home page

Question 36. What are the biggest issues your library as a whole is facing? Select all that apply.

- Collection scope changes
- Library user group changes
- Demands from primary users
- Staffing
- Use of physical space
- Lack of computers or connectivity
- Budget constraints
- Other. Please specify

Declaration of review and acceptance of approving library director or designee.

My institution's approving library director or designee has reviewed and accepted the responses to this survey.

Approving Official's Information:

Approving Official's Name (first and last): Approving Official's Title:

Approving Official's Email Address: Approving Official's Phone Number:

Additional Recipients: enter the email address for up to two additional recipients to receive a copy of your institution's 2013 Biennial Survey submission.

Recipient #1:

Recipient #2: