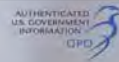FEDERAL DEPOSITORY LIBRARIES
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Technical Services Support for the Federal Depository Library Program, and the Cataloging & Indexing Program

Laurie B. Hall
Director, Library Technical Information Services, Library Services and Content Management
August 1, 2011

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Not Your Traditional Library!

- National-level program with no library collection!
  - Our collection is the materials in the 1200+ depository libraries
- Technical services work for all libraries, acquisitions, classification, cataloging
- Tools and services for FDL's and the public
- De Facto national cataloging authority for U.S. Government Documents
  - Title 44 requirement for the Cataloging and Indexing Program
    - Historic Monthly Catalog and the online catalog, "CGP"
- Participate in national forums and initiatives related to our mission
  - Cataloging policy
 - Digitization standards, metadata policy, etc.
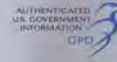
Federal Depository Library Program

- Congress provides GPO funding to disseminate government documents to the Depository Libraries and to catalog and index government documents as laid out in Title 44, Chapter 19:

  - **§1901. Definition of Government publication**

    "Government publication" as used in this chapter, means informational matter which is published as an individual document at Government expense, or as required by law.
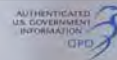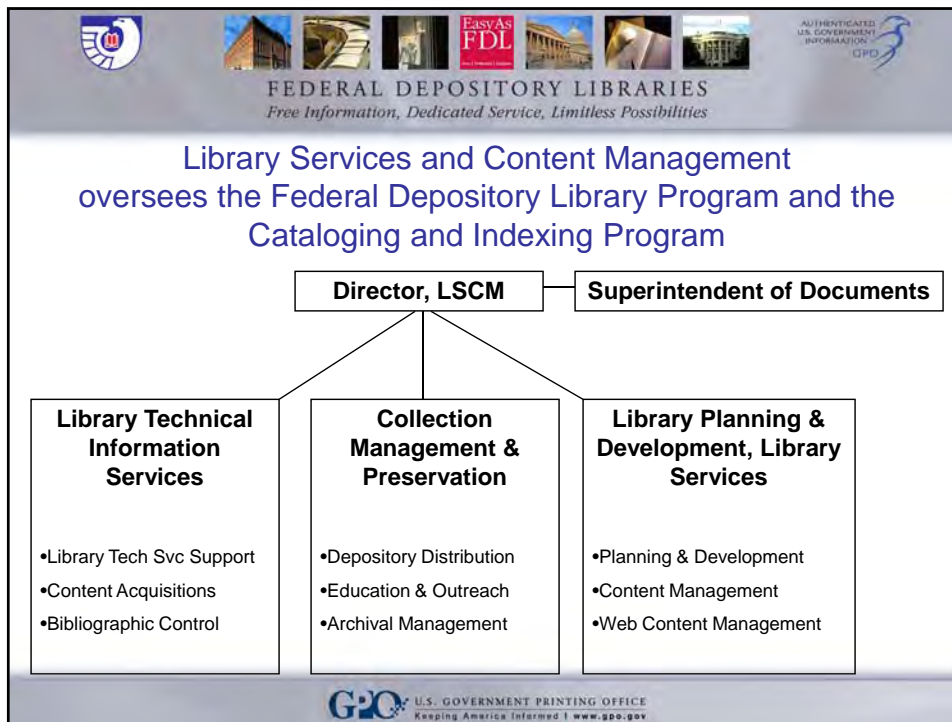
Cataloging and Indexing Program

TITLE 44--PUBLIC PRINTING AND DOCUMENTS CHAPTER 17-- DISTRIBUTION AND SALE OF PUBLIC DOCUMENTS

Sec. 1710. Index of documents: number and distribution

The Superintendent of Documents… shall prepare and publish a comprehensive index of public documents …. <u>The head of each executive department, independent agency and establishment of the Government shall deliver to him a copy of every document issued or published by the department, bureau, or office</u> not confidential in character.

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Library Services and Content Management
oversees the Federal Depository Library Program and the
Cataloging and Indexing Program

| Director, LSCM | Superintendent of Documents |

Library Technical Information Services	Collection Management & Preservation	Library Planning & Development, Library Services
•Library Tech Svc Support	•Depository Distribution	•Planning & Development
•Content Acquisitions	•Education & Outreach	•Content Management
•Bibliographic Control	•Archival Management	•Web Content Management

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What LTIS Does!

- Classify:
  - Superintendent of Documents classification numbers
  - Library of Congress classification – Congressional documents
- Manage the LSCM ILS (Aleph 500)
  - OPAC – the Catalog of U.S. Government Publications (CGP)
  - Other CGP services - MetaLib, Federal Depository Library Directory (FDLD)
- Creates shipping lists and works in cooperation with Depository Distribution to process materials for distribution to depository
- Manages microfiche contracts and processing of materials for microfiche conversion
- PURL and assist with harvesting and archiving of electronic resources
- Develops plans, processes, projects and studies that support the operational units within LSCM
- Answer AskGPO questions

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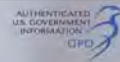Keeping America Informed I www.gpo.gov
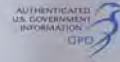
LTIS Staffing

Professional librarians - Cataloging, serials work, ILS management, project management, workflow analysis, technical writing, etc.

Support positions- technical services work, pre-cataloging, serials check-in, acquisitions, etc.

Projections for the future:

- Retirement eligible workforce, succession planning initiatives
- Changing workflow from predominately tangible to electronic,
- Major shift in services and deliverables.

Overview of Acquisitions Process

- Acquire documents from all 3 branches of the U.S. Government
- Determine whether documents are in scope of the FDLP and the Cataloging and Indexing Program
- Determine distribution approach, tangible or electronic
- Perform preliminary classification
- Prepare brief bibliographic record
- Send document on to be classified and catalogued
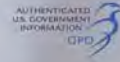
Methods to Acquire

- Ride print order: order tangible stock (1 copy or bulk stock)
- Review agency web sites (identify pubs for harvesting)
- Look at tangible publications, including U.S. Government periodicals
  - Check bibliographies
  - Publication announcements
  - References to other titles
- Receive material through "deposit" agreements
- Listen to the radio, read the newspaper
- Suggestions from the FDLP and library community, i.e., Lost Docs
- Develop agency contacts - in person meetings and Discovery document interface (agencies report new content via email)
- Identify publications being acquired for the GPO Sales Program Sales
- Subscribe to agency list servs and announcement services, blogs, etc.
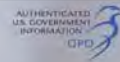
Library Technical Services Support

- Microfiche conversion and contracts
- SuDocs Classification
- Web Tech Notes & Shipping Lists
- Annual Update Cycle
- Integrated Library System
  - Catalog of U.S. Government Publications (CGP)
  - MetaLib
  - Federal Depository Library Directory (FDLD)
  - Z39.50 Gateway
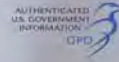
Bibliographic Control

Cataloging Basics
- Catalog a variety of formats
- Create bibliographic metadata, including:
  - Class
  - Item number
  - Author (Personal/Corporate author)
  - Title
  - Subject access
  - Shipping List Number
  - Publishing agency
 - PURLs, harvesting archiving assistance
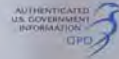
Standards Utilized

- Anglo-American Cataloging Rules - content standard used from its inception through its iterations to 2002 amendments to the rev. 2nd ed.
- MARC 21 Specifications for Record Structure, Character Sets, and Exchange Media - structural format used since its inception prior to format integration that characterizes MARC 21
- OCLC – Charter member since July 1976 – GPO holds enhancement privileges for all formats
- Library of Congress' (LC) Program for Cooperative Cataloging (PCC) – participant in all branches, viz., BIBCO, CONSER, NACO, & SACO
- Library of Congress Subject Headings (LCSH) and NASA Thesaurus
- RDA - coming
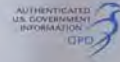
Challenges in Technical Services

- Title 44 mandate for submission to GPO – no enforcement mechanism
- Quantity of materials
- Scope determinations
- Version control
- Format decisions
- Characteristics of online publications
  - Tendency to disappear, priority processing, harvesting complexities, etc.
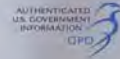
LTIS Metrics

- Cataloging – approx. 2,000 new titles cataloged each month, 1,915 in June
- 28,000 active serial titles (various formats), over 60,000 serial issues checked in since January 2011.
- PURLs created - approx. 1,200 each month, June was 1,370
- New acquisitions – approx. 2,000 each month, June was 2,203
- FY 11 searches:
  - CGP (18,781,543),
  - MetaLib (149,542, and 23,004 user sessions since release on Oct 14),
  - FDLD (59,283 by public users),
  - Locate in a Library (14,039)
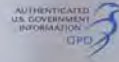
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FY11-12 Projects

- National Bibliographic Inventory Project
  - Historic Shelflist transcription project – complete Dec. 2011
  - Historic Shelflist digitization project – complete in Spring 2012
  - Serials management – ongoing, new and historic issues being added to the CGP
  - Cooperative cataloging partnerships – Univ. of Montana, Univ. of Florida
  - Misc. FDLP collection evaluation – practicum student research
  - Missing issues/gaps research
- Cataloging Records distribution to 75 FDL's
- RDA
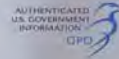
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