Technical Services Support
for the Federal Depository Library Program and the Cataloging and Indexing Program

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Not Your Traditional Library!

National-level program
- Our tangible collection is the materials we distribute to around 1,200 depository libraries; no tangible collection at GPO
- Electronic collection of documents linked to via PURLs and accessible from the Catalog of U.S. Government Publications (CGP)
  - Links to documents via GPO's Federal Digital System, FDsys
  - Links to documents and information resources on Federal Agency websites
  - Harvested content performed by LSCM staff and through contract with Internet Archive using Heritrix
- Technical services work for all libraries, acquisitions, classification, cataloging
- Tools and services for Federal Depository Libraries and the public

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.

Federal Depository Library Program

Congress provides GPO funding to disseminate government documents to 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.

Technical Services
What We do

- Classify
  - Superintendent of Documents classification numbers
  - Library of Congress classification of Congressional documents
- Acquire, harvest, and identify new information in scope of the C & I and FDLP Programs
- Utilize ILS (Aleph 500)
  - OPAC: the Catalog of U.S. Government Publications (CGP)
  - Other CGP services: GPO's MetaLib, Federal Depository Library Directory (FDLD), Locate in a Library feature

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Technical Services
What We do

- Catalog
  - PURL and assist with harvesting and archiving of electronic resources
- Develop plans, processes, projects, and studies that support the operational units within LSCM
- Distribute tangible publications to libraries in the FDLP
- Create shipping lists
- Manage microfiche contracts and processing of materials for microfiche (MF) conversion
- Answer AskGPO questions

Technical Services Staff

- Professional librarians: Cataloging, serials work, ILS operations, project management, workflow analysis, technical writing, etc.
- Support positions: technical services work, pre-cataloging, serials check-in, acquisitions, technical processing, etc.
- Contract support for various projects

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 the 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
- Suggestions from 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 acquired for GPO Sales Program
- Monitor agency listservs and announcement services, blogs, radio, and news articles

Technical Processing Unit

- Microfiche conversion and contracts

- Shipping List preparation

- SuDoc classification for tangible publications

- Order processing and serial check-in for tangible titles that are being shipped to FDL's.

- Coordinate with physical distribution of materials at the Laurel Warehouse.

Cataloging Work

De facto national cataloging authority for U.S. Government Documents
- Title 44 of U.S. Code: 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
- Program for Cooperative Cataloging (PCC), CONSER, NACO, SACO, Bibco
- ILS User group - ExLibris
- Digitization standards, metadata policy, etc.
- OCLC daily contributions

Bibliographic Control

- Cataloging Basics
  - Catalog a variety of formats
  - Create bibliographic metadata

- Create content metadata for FDSys content collections (Statues at Large and Bound Congressional Record)

- PURLs, harvesting, and archiving assistance

- CGP quality and authority control activities

Standards Utilized

- RDA – Full implementation, April 2013, NACO/SACO authorized. As of July 1, 6,637 records created/updated
- 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

Tools

- Integrated Library System
  - Catalog of U.S. Government Publications (CGP)
  - GPO's MetaLib
  - Federal Depository Library Directory (FDLD)
  - Locate in a Library
  - New Electronic Titles (NET)
  - Z39.50 Gateway
- DSIMS
- FDLP.gov
- Web Tech Notes

Challenges in Technical Services

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

LTS Metrics

- Cataloging – approx. 2,000 new titles cataloged each month,   May 2013 – 1,281
- 28,000 active serial titles in various formats; over 196,286 serial issues checked in since October 2012
- PURLs created: May 2013 – 696
- New acquisitions: approx. 2,000 each month; May 2013 – 1,281
- Tool Usage:
  - May 2013: Catalog of Government Publications (CGP): 1, 200, 572 searches
  - FY12: GPO's MetaLib: 149,542
  - FY12: FDL Directory (FDLD): 59,283 by public users
  - FY12: Locate in a Library feature: 14,039

FY 2010-2013 Projects

National Bibliographic Inventory Project
- Historic Shelflist transcription project: major portion completed in December, 2011; Between November 1, 2012 and June 7, 2013, 3,437 shelflist records were transcribed ; MOCAT vol. transcription, 1895, 1898.
- Historic Shelflist digitization project completed in Spring, 2012
- Serials management: ongoing, new and historic issues being checked in to the CGP, patterns created. Over 2,500 patterns created since work began in 2007.
- Cooperative cataloging partnerships: Univ. of Montana, Univ. of Florida. To date: over 830 titles cataloged

FY 2010-2013 Projects

- Cataloging Records Distribution Project (CRDP): Fiscal Year 2010 to current; cataloging records distributed to 75 Federal Depository Libraries based on their selection profile
- Resource Description and Access (RDA)
- Harvesting Initiative using Heritrix: 7,286,846 new files and 1144 GB of new data harvested: Small agencies currently the target
- Microfiche (MF) review
- Database clean-up efforts

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