

# Effective Relationships Among Depository Libraries

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# University of Georgia (UGA)



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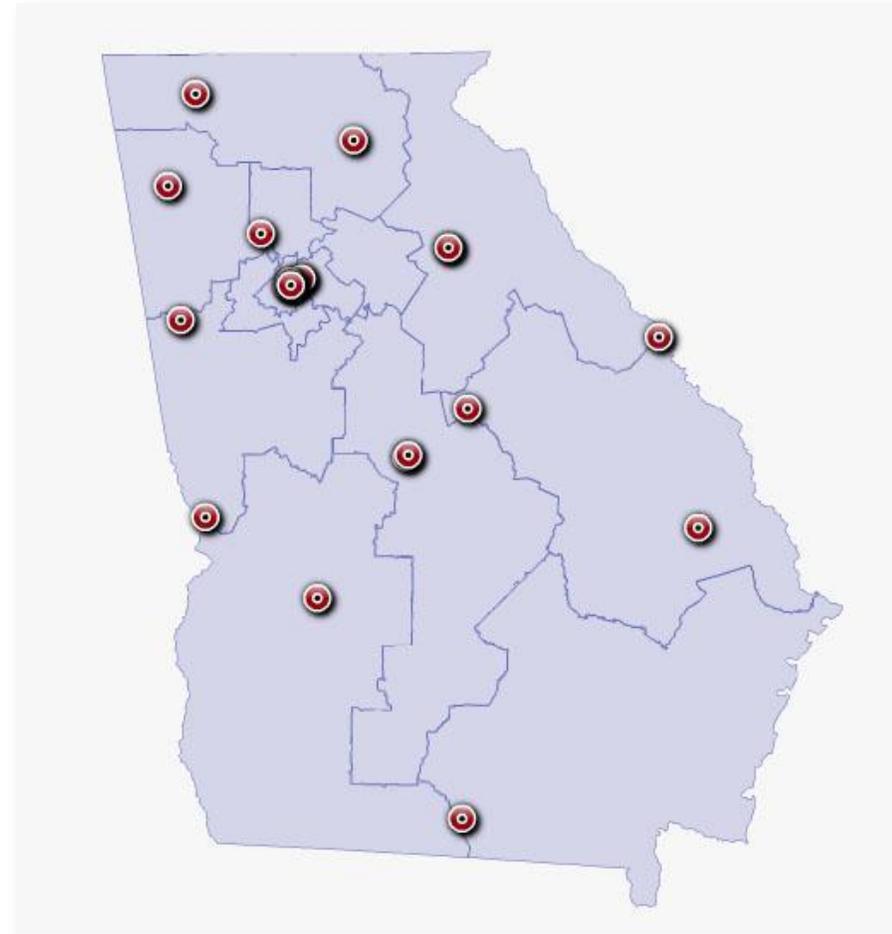


University Libraries  
**UNIVERSITY OF GEORGIA**

# Federal depository libraries in Georgia

23 - 1 regional & 22 selectives

- Atlanta-Fulton Public Library
- U.S. Court of Appeals for the 11<sup>th</sup> District
- 21 academic libraries
  - *15 in the University System of Georgia (UGA is the flagship)*
  - *3 law libraries (2 in the USG)*
- Two-thirds of our FDLs are in or within 2 hours of Atlanta



*FDLs in GA by Congressional district*

# Issues in 2008 for the new regional depository coordinator

## At UGA

- No service point for government documents
- Processing unit a separate entity
  - *Still focused on fire recovery 5 years after the 2003 fire*
- Significant and growing backlog of unprocessed gift materials
- Plans to create a new library

## In the state

- Frustration with the discard process
  - *Discard list turnaround time was 6-12 months (!!!)*
- Frustration with the FDLP
  - *Couldn't do major weeding projects due to UGA's discard process*
  - *Several selectives were considering dropping out*

# Progress by 2012

- Revised and standardized the discard process
  - *Reduced discard list turn-around time from 6-12 months to 2 weeks*
  - *Allows selectives to make practical decisions when weeding collections*
- Assumed responsibility for Government Documents Processing unit
  - *Revised workflows to process documents more quickly and efficiently*
  - *Eliminated a substantial portion of the gifts backlog*
- Opened the Map and Government Information Library (2012)
  - *Use of these previous hidden collections has skyrocketed!*
- Revised the State Plan (2010)
  - *First major revision in 9 years*



# Georgia State Plan for FDLs

The screenshot shows a web browser window displaying the University of Georgia Libraries website. The page title is "MAP & GOVERNMENT INFORMATION LIBRARY". The main content area is titled "Georgia State Plan for Federal Depository Libraries 2017". The page includes a navigation menu with links for "About Us", "Information for Depository Libraries", "Collections", "Online Resources", "Hours and Directions", and "Contact Us". The main content area is divided into sections: "Introduction", "Goals & Objectives", and "Appendices". The "Introduction" section is currently selected and displays the following text:

**2017 Committee for the Georgia State Plan**

<b>Laurie Aycock</b> Kennesaw State University	<b>Hallie Pritchett</b> University of Georgia (chair)
<b>Trina Holloway</b> Georgia State University College of Law	<b>Emily Rogers</b> Valdosta State University
<b>Chris Palazzolo</b> Emory University	<b>Thomas Waters</b> University of West Georgia
<b>Kathy Piselli</b> Atlanta-Fulton Public Library	

**INTRODUCTION**

The *Federal Depository Library Program (FDLP)*, administered by the *U.S. Government Publishing Office (GPO)*, makes Federal government information in all formats freely available to the general public via a network of public, academic and Federal libraries throughout the United States and its protectorates. The *Georgia State Plan for Federal Depository Libraries* describes both how the FDLP is implemented in Georgia as well as how its depository libraries work individually and collectively to ensure that all residents of the State of Georgia have physical and intellectual access to Federal government information in all formats. To fulfill these purposes, specific goals and objectives that address collection development, access, public service, promotion of government information and communication between depository libraries are detailed in the next section. Objectives have been adapted from both the FDLP and current practice; depository coordinators are also expected to be familiar with the *Legal Requirements & Program Regulations of the Federal Depository Library Program* as they apply to their library.

The *Georgia State Plan for Federal Depository Libraries* was initially adopted in 1983 and later revised in 2001 and 2010; this is the third revision. Further information about the history of the *Georgia State Plan for Federal Depository Libraries* can be found in *Appendix A*. Authority and responsibility for the *Georgia State Plan for Federal Depository Libraries*, including the process for approval of the *State Plan* and proposing amendments, is addressed in *Appendix B*.

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**GOALS & OBJECTIVES**

Goal 1 - Collections | Goal 2 - Access | Goal 3 - Public Service | Goal 4 - Public Awareness | Goal 5 - Communication

- First State Plan – 1983
- Next update – 2001
- Revised in 2010 and 2017
- Includes:
  - Goals and objectives
  - Authority and responsibility
  - Important for directors
  - Disposal guidelines

# Georgia State Plan – Goals and Objectives

1. To collect and maintain as complete a collection as possible of Federal government information in Georgia.
2. To ensure all residents of the State of Georgia have access to Federal government information.
3. To provide the best public service possible to users of Federal government information.
4. To promote public awareness of government information and its availability through the Federal Depository Library Program.
5. To foster and facilitate communication between depository libraries.

# Role of the regional (in order of importance)

- **Facilitating the discard process for Georgia depository libraries**
- Serving as an advisor to the selective depository libraries in Georgia
- Acting as a liaison between the selective depository libraries in Georgia and GPO
- Maintaining DOCSGA-L, the official listserv for the depository libraries in Georgia
- Facilitating an annual meeting of Georgia depository libraries
- Managing the *Georgia State Plan for Federal Depository Libraries*

# Role of the selective (most important in red)

- **Appoint a depository coordinator**
- **Ensure that the regional depository library and GPO have up-to-date contact information**
- **Follow guidelines set by regional depository library for document disposal processing**
- Ensure that their depository coordinator are subscribed to DOCSGA-L and the FDLP News and Events Feed
- Notify the regional depository library of significant changes in their depository status
- Collaborate with neighboring depositories, regarding collection development, etc.
- **Participate in the annual meeting of Georgia depository libraries**
- **Maintain awareness of local, regional and national trends in the government documents community**

# University of West Georgia (UWG)



# Thomas' experience as a new coordinator

- Started at UWG in June 2016 with limited experience in gov info
- Much of the info online for new coordinators was outdated
- Initial questions to GOVDOC-L resulted in helpful responses
- But GA's regional coordinator should have been consulted first
- Knowledge of policies and application to specific situations

# Problem #1—The Serial Set

- While position remained vacant, other staff moved UWG's Serial Set to off-site storage
- Self storage unit with 108 16x12x12 Home Depot boxes stacked floor to ceiling (1,657 volumes)
- Counter to FDLP guidelines on access, physical facilities, and collection maintenance
- No space to re-locate volumes to the main library
- Regional depository consulted for guidance

# Solution #1—The Serial Set

- Regional depository requests all Serial Set volumes
- UGA's Serial Set badly damaged in 2003 arson
- UWG regains compliance; UGA gets replacement Serial Set
- UWG created itemized lists of box contents
- UGA sent staff with two cargo vans to pick up items, avoiding the shipping of 1,600+ volumes to Athens (2.5 hours away)



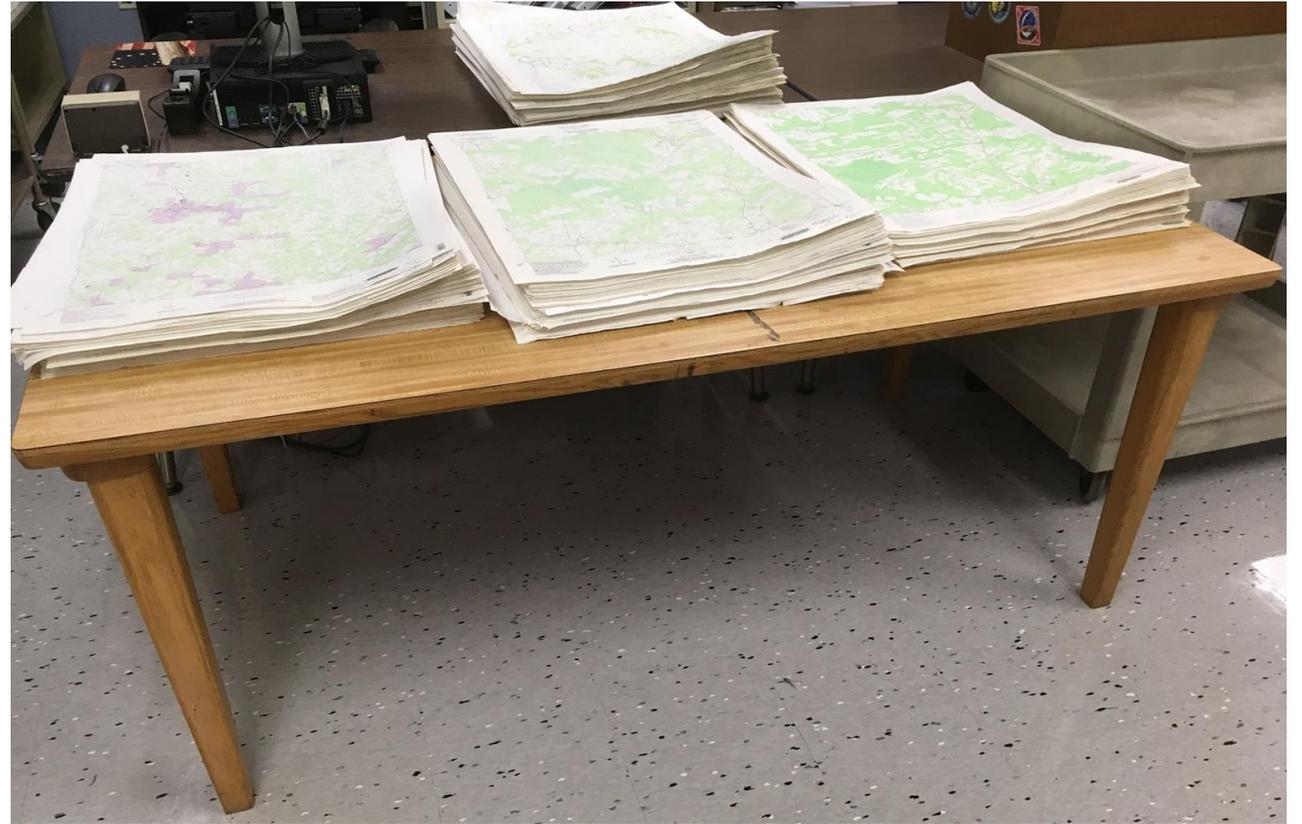
# Problem #2—USGS Topographic Maps



- Administration wants to use maps room for another purpose
- Space constraints prevent the move of these items to another location within the building
- Offered to provide space...in off-site self-storage
- Once again raised issues regarding access and housing
- Regional depository consulted for guidance

# Solution #2—USGS Topographic Maps

- UGA provided needs lists of maps missing from their collections
- Obtained at the same time as Serial Set volumes
- With regional's permission, unclaimed maps are being recycled
- No objections from library staff, Geosciences liaison, and dept. head



# Relationships Between Selectives

- Laurie was Thomas's predecessor at UWG
- Provided insight into way that GovDocs traditionally had been treated
- Also helpful to visit nearby depositories
- Learn how others advertise collections; types of materials they emphasize or weed
- Space constraints aren't going away; these partnerships will continue!



Laurie Aycok  
*Government Documents & Monographs  
Collection Development Librarian*  
Kennesaw State University Library System

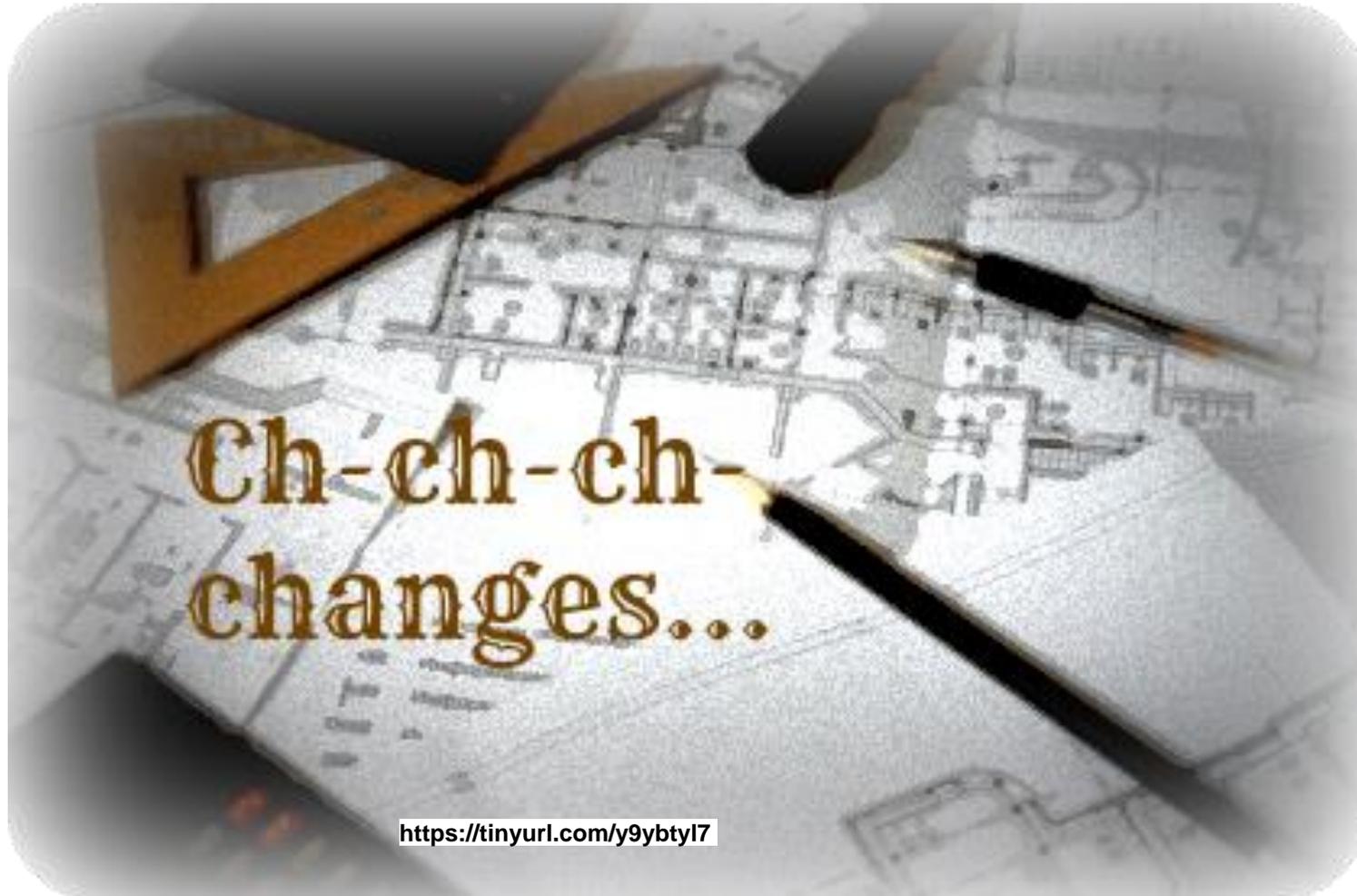
# Gov Docs Background

- Gov Docs student assistant at West Georgia College for 2 years
- Government Documents Associate at University of West Georgia from 2008-2015
- KSU Library System from 2015 to present:
  - Research & Instruction Librarian (2015-16)
  - Gov Docs & Collection Development Librarian (2016-)



<https://tinyurl.com/yd6kakzo>

# Since being at KSU....



- Consolidation
- Position changes
- New assistant
- ILS change and Marcive implementation

# Government Information Interest Group

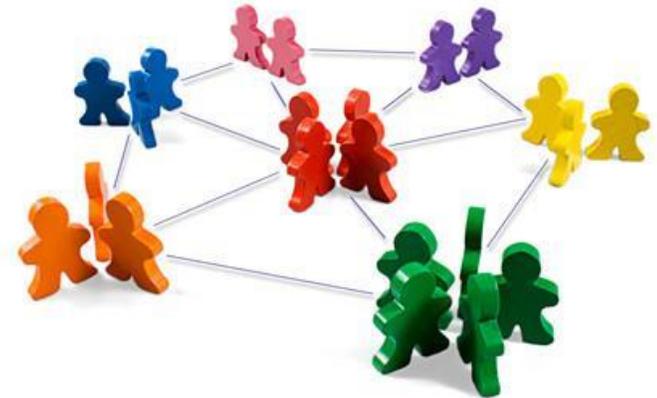
The purpose of the Government Information Interest Group is to promote the use and accessibility of federal, state, and local documents as well as foreign and international documents and to provide support, information-sharing, and instruction for government documents at all levels.

- Meets twice a year: GLA Midwinter Business Meeting in January and at GLC in October
- Provides an additional opportunity to meet with other depository coordinators during the year

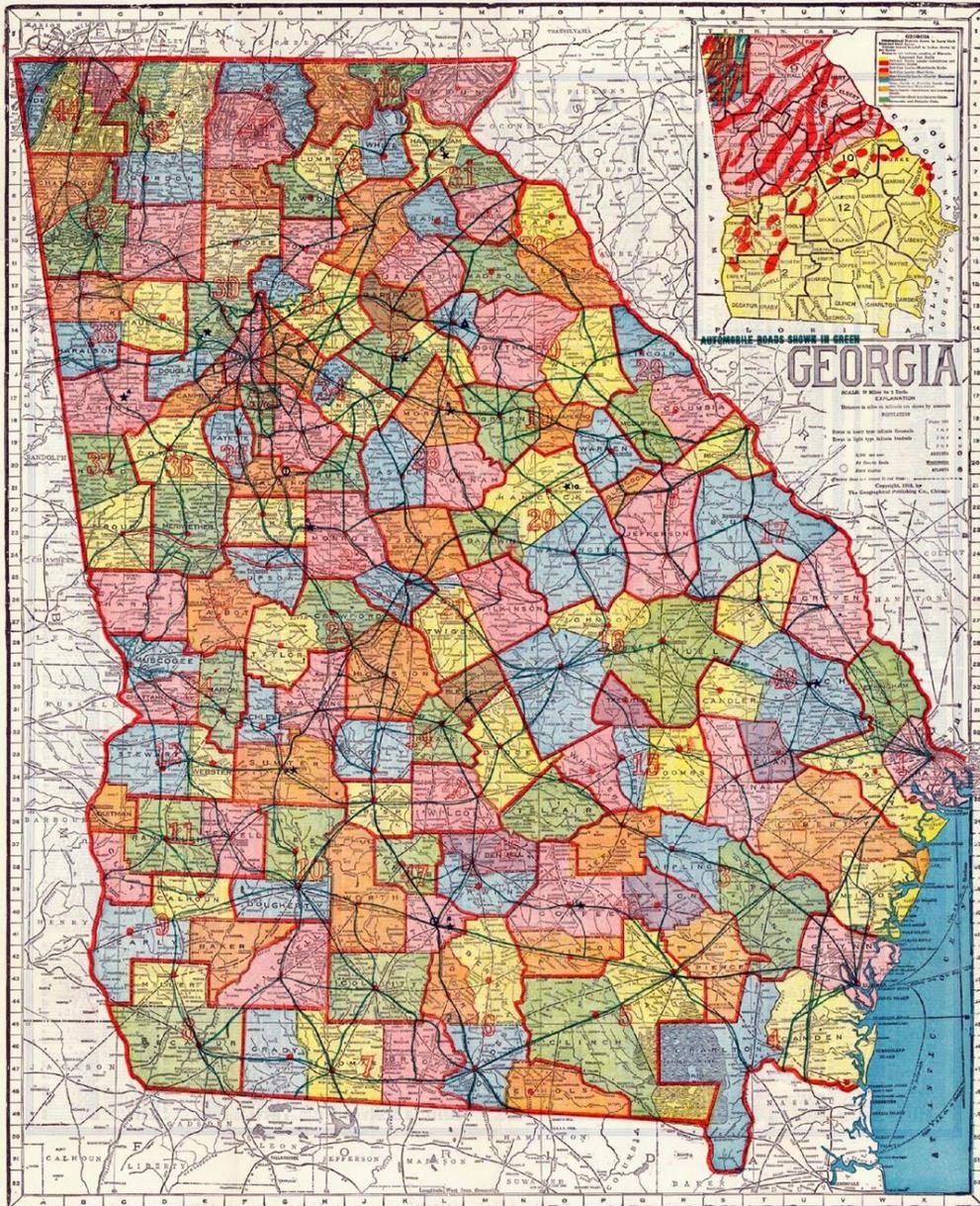


# Examples of Working Together

- Regional Librarian
  - Policy questions
  - Position/personnel changes
  - Collection maintenance & weeding
- Depository Coordinators & Catalogers
  - Helping Thomas with follow-up questions about UWG's collection
  - Received help with decisions regarding Marcive's Shipping List Service



<https://tinyurl.com/y9r3mxa8>



Georgia Experiment Station, Experiment shown this  
State College of Agriculture, Athens, shown this  
Coastal Plain Experiment Station, Tifton, shown this

Congressional District Agricultural Schools shown this \*

COOPERATIVE EXTENSION WORK THROUGH COUNTY AGENTS AND HOME ECONOMIC AGENTS IN ALL THE COUNTIES  
Georgia's Lands and Georgia's Institutions HAVE MADE HER GREAT  
ONCE A GEORGIAN, ALWAYS A GEORGIAN

# Questions?

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