



Administrative Notes

Newsletter of the Federal Depository Library Program

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January 15, 2002

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Interagency Depository Seminar Offers Hands-On Training

The annual Interagency Depository Seminar, to be held May 29 through June 5, will for the first time offer hands-on training for GPO Access and Census Bureau products. In addition, representatives from many other Federal agencies will demonstrate and discuss other key reference sources for Federal information. Sessions will be presented by the Office of the Federal Register, Patent and Trademark Office, Copyright Office, National Transportation Library, Consumer Product Safety Commission, National Library of Education, and the National Agricultural Library. Tours of GPO and the Library of Congress are included.

The Interagency Depository Seminar is designed for new depository library staff. While it is especially beneficial to those with a year or less of depository experience, the seminar can also be valuable to staff members with more experience who have never attended it before.

Participants are responsible for their transportation, food, and lodging expenses. A block of rooms at a reduced rate of \$119 per night (plus tax) has been reserved at the St. Gregory Hotel and Suites in Washington, DC. Reservations should be made no later than April 24, 2002, by calling 202-530-3600 and mentioning the GPO Interagency Depository Seminar.

The seminar registration form appears on the next page. Send it to the indicated address, together with a check for \$22.00 made out to "GPO Cafeteria Service" to cover the cost of light refreshments. LPS will acknowledge your registration upon receipt.

NOTE: Because LPS has been experiencing mail delivery delays, please fax your registration to 202-512-1432, as well as mailing it with your check. If you do not receive an email response after 2 weeks, please email an inquiry to: < rhaun-mohamed@gpo.gov > .

For additional details, see "15th Annual Interagency Depository Seminar Announced" in Administrative Notes v. 22, # 15 (Oct. 15, 2001).

Registration Form
15th Annual Interagency Depository Seminar

Mail to: Chief, Depository Services
Library Programs Service (SLLD)
U.S. Government Printing Office
Washington, DC 20401

Mail by: March 15, 2002

- I would like to attend the May 29-June 5, 2002 Interagency Depository Seminar.
- I need lodging and will contact the hotel directly.
- I have not previously attended this GPO-sponsored seminar.
- Enclosed is my check for \$22.00 payable to "GPO Cafeteria Service."

Please type or print clearly:

Depository #

Name

Institution Name

Library Name

Street Address

City, State, Zip Code + 4

Telephone (include area code)

E-mail Address

Spring 2002 Council Meeting To Be Held in Mobile, AL

Come and join us in Mobile, Alabama for the spring Depository Library Council meeting and some good old Southern hospitality. Don't miss the opportunity to keep up-to-date with the Federal Depository Library Program (FDLP) activities, provide your input into the planning process and to exchange ideas among your colleagues. It doesn't matter if you are a beginning depository librarian, technician or experienced staff, everyone will benefit from attending. Enjoy the meeting while helping Mobile celebrate 300 YEARS OF AMERICA.

Our host hotel, the historic Radisson Admiral Semmes, is located downtown at 251 Government Street, Mobile, Alabama 36602. It is one of the South's finest landmark hotels.

A limited number of rooms is available at the Government rate of \$55 (plus tax) per night. This rate will be honored through March 20, 2002, and is also good for 3 days before and 3 days after the meeting. You can make reservations by calling the hotel directly at **251-432-8000** and mention the U.S. Government Printing Office or the Depository Library Council meeting. The hotel's fax number is 251-405-5942.

The Council meeting is open to everyone and there is no registration fee. The preliminary agenda and the registration form are on the FDLP Web page at < www.access.gpo.gov/su_docs/fdlp/tools/sp02coun.html > .

If you are unable to use the Web registration form, please use the form on the next page.

**REGISTRATION FORM
SPRING 2002 DEPOSITORY LIBRARY COUNCIL MEETING**

E-Mail , FAX or Mail to:

Mr. William Thompson
Library Programs Service (SL)
U.S. Government Printing Office
Washington, DC 20401

Fax: (202) 512-1432

Email: wthompson@gpo.gov

[] Yes, I plan to attend the spring 2002 meeting of the Depository Library Council in Mobile, Alabama.

_____ Preferred "nickname" for your name badge.

Please type or print clearly:

Name _____

Institution _____

Library/Office _____

Address _____

City/State/Zip Code _____

Telephone (include area code) _____

E-mail Address _____

FAX _____

Special Needs _____

Emergency Contact Name _____

Emergency Contact Phone _____

DLC will seek to make accommodations for attendees with disabilities. Please specify needs when returning this registration. Further, if you have a medical condition, you may want to list someone to contact in case of an emergency.

Preliminary Agenda
Spring Council Meeting
April 20-24, 2002
Mobile, Alabama

Sunday, April 21

- 4:00 - New Attendees Orientation
5:00
- 6:00 Informal pre-dinner get-together to network by food preference
- 7:00 - Council Working Session (open to all)
10:00

Monday, April 22

- 8:00 Coffee with Council & GPO staff
- 8:30 Welcome and Remarks
- Spencer Watts, Library Director, Mobile Public Library
 - Robin Haun-Mohamed, Chief, Depository Services, LPS
 - Andrea Severson, Council Chair
 - Honorable Michael F. DiMario, Public Printer
- 9:30 GPO Update
- Francis J. Buckley, Jr., Superintendent of Documents
- 10:00 Break
- 10:20 GPO Update Continued
- Gil Baldwin, Director, Library Programs Service (LPS)
 - T.C. Evans, Director, Office of Electronic Information Dissemination Services (EIDS)
- 11:00 GPO Information Exchange
- Council and Audience, Q&A
- 11:45 Depository Library Council Working Session (open to all)
- 12:00 Lunch
- 2:00 Depository Library Council Working Session (open to all)

- 2:00 New Documents Librarians (Informal Q & A session on depository issues with LPS staff)
- Thomas A. Downing, Chief, Cataloging Branch, LPS
 - Laurie B. Hall, Supervisory Program Analyst, LPS
 - Betty M. Jones, Chief, Depository Administration Branch, LPS
 - James Mauldin, Chief, Depository Distribution Division, LPS
 - Robin Haun-Mohamed, Chief, Depository Services Staff, LPS
- 2:00 GPO Access Open Forum
- 3:15 Break
- 3:15 Depository Library Council Working Session (open to all)
- 3:30 Effective Searching Strategies for the Catalog of Government Publications (CGP)
- Thomas A. Downing, LPS
- 3:30 GPO Access Open Forum
- 5:00 Adjourn

Tuesday, April 23

- 8:00 Coffee with Council & GPO staff
- 8:30 Council Plenary Session:
Value of Participating in the FDLP: How Depository Coordinators Can Effectively Convey this Message to Library Administration (a response to Recommendation #5, Fall 2001)
- Barbara Ford, Assistant Commissioner, Chicago Public Library
 - Sharon Hogan, University Librarian, University of Illinois at Chicago
- 9:15 Web Documents Digital Archive Pilot Project
- George Barnum, Manager, Electronic Collection, LPS
- 10:00 Break
- 10:30 Depository Library Council Working Session (open to all)
- 10:30 USGS and Nuclear Regulatory Commission (Information dissemination policies in light of changes since September 11, 2001)
- Tom Smith, Nuclear Regulatory Commission
 - Hedy Rossmeissl, U.S. Geological Survey
- 10:30 TBA
- 12:00 Lunch
- 2:00 Depository Library Council Working Session (open to all)

- 2:00 Discussion Session: Inspections & Addition of Peer Experts to Accompany Inspectors for On-Site Library Inspections (response to Council Recommendation #6, Fall 2001)
- Robin Haun-Mohamed, LPS
- 2:00 Electronic Competencies: Development of Standards for Library Professionals
- GODORT Speaker, TBA
 - AALL Speaker, TBA
- 3:15 Break
- 3:30 Depository Library Council Working Session (open to all)
- 3:30 Discussion Session: Access & Issues in Federal Depository Libraries: Current Trends & Problems
- Bonnie Trivizas, Chief, Library Division, LPS
 - Robin Haun-Mohamed, LPS
- 3:30 TBA
- 5:00 Adjourn
- 7:00 Council Working Session (open to all)

Wednesday, April 24

- 8:00 Coffee with Council & GPO staff
- 8:30 Depository Library Council Working Session (open to all)
- 8:30 Regional Librarians Meeting
- Speakers TBA
- 8:30 URLs and PURLs in Online Public Access Catalogs & Web Pages
- Christopher Brown, University of Denver
 - Larry Romans, Vanderbilt University
- 10:00 Break
- 10:30 Depository Library Council Working Session (open to all)
- 10:30 Regional Librarians Meeting
- 10:30 Using Online Processing Tools
- John Stevenson, University of Delaware
- 12:00 Lunch
- 1:00 Council Plenary Session
Wrap-Up & Recommendations
- 2:30 Council Adjourns



Upcoming LPS Events

2002

Spring Council Meeting

April 21–24

Mobile, AL

Interagency Depository Seminar

May 29-June 5

Washington, DC

**Federal Depository Conference/
Fall Council Meeting**

Oct. 20–23

Arlington, VA

Census Bureau Brings Back Popular Seminar Series: Understanding Federal Statistics

[Text provided by Census Bureau]

Understanding Federal Statistics is a 4-day training seminar intended to equip users with essential background knowledge of the data produced in the federal statistical system, as well as methods to access the data to answer basic questions. Each of the four days will be spent exploring a different area, with presentations by subject area experts, and emphasis on the data produced by the Census Bureau. The interactive seminar will feature hands-on Internet exercises, demonstrations, and presentations.

Where: University of Maryland-College Park, LeFrak Hall, Room 038

When: Monday, March 11 through Thursday, March 14, 2002
9:00 a.m. to 4:30 p.m. each day

Fee: \$250.00

Contact: JR Wycinsky, Marketing Services Office

Phone: 301-457-3110

email: david.l.wycinsky.jr@census.gov
< <http://www.census.gov/mso/www/npr/custinfo.html>>

Day One features a tour of the Census Bureau's basic building block, its own web site, to show users opportunities to access the myriad data produced at the Bureau. Geography is the focus of the morning session and includes hands-on exercises in locating data for a specific tract or block group. The afternoon is devoted to learning

about data products from the recent decennial census, with special emphasis and hands-on exploration of the Census Bureau's retrieval system, American FactFinder.

Day Two features demographic data, ranging from the Current Population Survey to the American Community Survey, with sessions on Population Estimates and Projections, Housing and International programs. On-line exercises are scattered throughout the presentations.

On the third day users will walk through the Census Bureau's economic statistics, County Business Patterns, Foreign Trade and Governments data.

The final day of the seminar begins with an overview of FedStats, followed by agency presentations by Bureau of Economic Analysis, Bureau of Labor Statistics, the National Center for Health Statistics and the National Center for Education Statistics.

There are only 23 computer openings available for this workshop, so contact JR Wycinsky soon. Lunch, at the conveniently located South Dining Hall, is on your own.

The Census Bureau will offer three additional 4-day seminars: June 3-6, October 14-17, and December 2-5, 2002.

LPS Now Hiring Catalogers, Supervisory Librarian, and Inspector

LPS is soliciting candidates for the positions of Librarian (serial catalogers), Supervisory Librarian, and Librarian (Depository Library Inspector). The position requirements are posted on the GPO Web site at < <http://www.gpo.gov/employment>> .

For more information on each position, see vacancy announcements 01-157 (cataloger) 01-300 (inspector), and 02-003 (supervisory librarian).

Change of Address for Council Member Arrigo

Paul A. Arrigo
Head Librarian
Lartz Memorial Library
Penn State Shenango
177 Vine Ave.
Sharon, PA 16146

724-983-2880
fax: 724-983-2881
paa11@psu.edu

Readers Exchange

Steve Beleu, Regional Depository Librarian at the Oklahoma Department of Libraries, produced a handout entitled **What We Can Do To Help Your Selective Depository Collection** (see next page), which he circulated at the Regionals' Meeting at the Federal Depository Library Conference in October 2001. Steve writes, "I sent several copies to every depository library in our state... When we've visited some of these

depositories we've been pleased to see that they had them posted on their cubicle walls."

The services provided by the regional depository library in Oklahoma are also available from the regional depositories in other states. All selectives should get to know their own regional depository librarian!

What We Can Do To Help Your Selective Depository Collection

Oklahoma Department of Libraries
U.S. Government Information Division

Copies

1. We can make duplicate copies of any microfiche that we have and give it to your library. Either keep it for your library (not recommended, since it's a copy of a copy of a copy), or give it to your customer.
2. We can make duplicate copies of many of the CD-ROMs that we have. Since some CD-ROMs have a license agreement via GPO, we can't make copies of every CD-ROM that we have. But chances are good that the CD-ROM you need is one that we can duplicate.
3. We can make a full-size duplicate copy of any map that we have. Either keep it for your library or give it to your customer. Note that these are not color copies, but black and white copies.
4. We can make photocopies of other paper publications that we have, including posters. We can make color copies of publications up to 11" x 17".

Research

1. We can help you research the questions that you're having difficulty with. We have many indexes that you may not have.
2. We can help you refer your customers to federal agencies and federal libraries and research centers. We have directory resources that you may not have.

GPO Regulations and Best Practices

1. We can help you understand the maze of GPO regulations to the best of our ability.
2. We can recommend what we think to be "best practices" for managing your collection.
3. We can act as an intermediary in contacting and working with GPO in general, and with specific GPO staff members.

Shipping Lists and Processing Problems

If you're having a problem getting a shipping list, or have other processing problems, we can help.

The Internet and Other Electronic Sources

We can advise you about federal government websites and electronic databases.

Our Two Cents

We're always willing to advise you about your depository collection operations in specific and in general. Contact us at:

U.S. Government Information Division
Oklahoma Department of Libraries
200 NE 18th St.
Oklahoma City, OK 73105-3298

800-522-8116
fax: 800-397-8116
sbeleu@oltn.odl.state.ok.us

[Handout]

Library Programs Service Update

American Library Association Midwinter Conference
January 2002

Appropriations for FY 2002

The Legislative Branch Appropriations Act for FY 2002 was signed into law on November 12, 2001. The full amount requested by GPO, \$29.6 million, was approved for the Salaries and Expenses (S&E) Appropriation of the Superintendent of Documents. This includes funding for additional staff to locate and catalog online Government information, modernize GPO's cataloging system, and support the FDLP Electronic Collection, enhance GPO's data archiving capabilities, refresh essential legislative and regulatory online files, and acquire automated information systems in support of the FDLP.

Integrated Library System

With full funding secured for 2002, LPS intends to complete the acquisition phase of its systems modernization this fiscal year. We are working on the requirements analysis phase, and have mapped out the general path through the approval and purchase process. We anticipate that users will benefit significantly from the use of the Online Public Access Catalog (OPAC) module, which will include bibliographic records for publications cataloged by GPO back to 1976.

LPS Personnel Changes

Since October, several recent promotions and appointments have improved the Library Programs Service (LPS) staffing picture. James Mauldin has been named as Chief of the Depository Distribution Division, and Cornelius Greene promoted to lead the

Depository Processing Branch. Kathryn Brazee, formerly documents librarian at the University of San Francisco, has joined the depository inspection team. Nicholas Ellis, Yvonne Loudon, and Kathy Summers have been selected for positions on the LPS analytical staff. Theodore Defosse of the Cataloging Branch has become LPS' network administrator. Several positions, including (but not limited to) two Cataloging section chiefs, six catalogers, and another library inspector are in the hiring pipeline.

In the meantime, Andrea Gruhl, Chief of Cataloging Section 1, Kendra Brozich, program analyst, and Eldridge Beavers, Kyvette McDonald, and Hullon Griggs of the Distribution Division have left LPS.

OCLC Web Document Digital Archive Project

Half of the first phase of the Web Document Digital Archive (WDDA) Pilot Project with OCLC, Inc. is now complete. This first phase involved testing the preservation metadata creation tools being added to the CORC interface. For GPO, it has been primarily a time for orientation and training the project team. Phase two, beginning in April 2002, will introduce harvest and archived file transfer functionality, as well as the OCLC archive server itself. A full rollout of the WDDA product is expected in July 2002.

Biennial Survey

The data collection period for the legally mandated 2001 Biennial Survey of

depository libraries ended 11/30/01. By 12/14/01, when the site closed, 1,262 of the 1,313 depositories had entered their survey results into the Web-accessible survey form. LPS appreciates the assistance of the regional depository librarians in attaining this level of compliance, and we intend to report basic survey results this spring. Libraries that failed to respond to the Biennial Survey will be scheduled for follow-up site visits.

Self Studies

Starting the new year with a clean slate, the Depository Services Staff has completed the review of all of the self-studies on hand in LPS, and letters have been sent to each library informing them of the results of the reviews. This intensive effort included self-studies from libraries in IA, MI, MN NJ, NY, PA, OH, and VA.

LPS has sent a call for self-studies from a limited number of libraries in MA, MI, and PA. Part of the 2002 round of self-studies will include a thorough review of the entire self-study process, to ensure that the self-

study process is meeting its objectives for the depository libraries and LPS.

Enhanced New Electronic Titles (NET)

An improved, more comprehensive NET rolled out in January 2002. By changing from a stand-alone, independently maintained application to one based on the Catalog of Government Publications (CGP), the "new" NET is comprehensive rather than selective, more information is provided for each electronic publication, records are more timely, and the listings cumulate. NET's URL continues to be: < www.access.gpo.gov/su_docs/locators/net > . Older NET listings may still be retrieved from the NET Archive.

FDLP Titles Distributed/Added to the Electronic Collection

So far in FY 2002, 9,556 additional online titles were made available via GPO Access. Overall, 73% of the titles disseminated this FY are online, compared to 61% in FY 2001.

Media	FY 2000 Titles	FY 2001 Titles	Oct.-Dec. 2002 Titles
Online (GPO Access)	11,715	15,235	2,930
Online (other agency sites)	20,951	7,630	6,626
Paper (includes USGS maps)	13,660	9,522	2,143
Microfiche	14,572	4,726	1,265
CD-ROM, DVD	617	480	110
Total	61,515	37,593	13,074

The total number of links from GPO Access to online publications at other agency sites has been reduced due to security reviews and actions at the Dept. of Energy Information

Bridge site (<http://www.osti.gov/bridge/>). Some 6,618 full-text reports were reviewed and removed.

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