**DIGOR Fall Meeting**

**October 20, 2022**

**10:00 am – 12:00 pm**

**Zoom recording:** <https://us02web.zoom.us/rec/share/sM6x3_iAOHdUaS47etTk9MsyXHUt9WmrhFKoS2ZjEwMeLUvUOtp2WAz89IBCXKQg.01ljhG7Afsp9eOW9?startTime=1666803898000>

Passcode: 08y&mCr6

**Minutes**

**Attendees**

Arlene Weible, State Library of Oregon; Heather Pitts, State Library of Oregon; Jey Wann, State Library of Oregon; Caren Agata, State Library of Oregon; Sarah Walters, State Library of Oregon; David Isaak, Government Publishing Office; Kathy Bayer, Government Publishing Office; Kathy Stroud, University of Oregon; Jill Emery, Portland State University; Jean Knutson, Portland State University; Carol Drost, Willamette University; Pauline Theriault, Multnomah County Libraries; Cat Finney, Central Oregon Community College; Holly Gabriel, Southern Oregon University

**Welcome and introductions**

Arlene Weible convened the meeting and attendees introduced themselves.

**Funds update**

Arlene reported the balance of DIGOR’s budget: $1,008.27 as of Aug 30, 2022. There are currently 12 paid DIGOR members.

**Oregon Documents update**

Jey reported that State Library staff working with Oregon documents (OrDocs) have hybrid/remote work schedules, mostly remote. Recent distribution of OrDocs shipments to depository libraries have taken place 2-3 times per year. Jey welcomes feedback about the frequency of shipments.

Jey also reported working with State Library communications staff to promote OrDocs on social media, mentioning they are among the most popular posts. In honor of Bat Week, an upcoming post will feature publications from the OrDocs digital collection highlighting Oregon bats. OrDocs are also regularly highlighted in a column in the [State Library’s Connections](https://digital.osl.state.or.us/islandora/object/osl%3A66761) newsletter. November will highlight a document related to daylight savings time.

Jey also described working with the University of Oregon to contribute to the [American Prison Newspapers, 1800-2020: Voices from the Inside](https://www.jstor.org/site/reveal-digital/american-prison-newspapers/?searchkey=1667231014025&pagemark=eyJwYWdlIjozLCJzdGFydHMiOnsiSlNUT1JCYXNpYyI6NTB9fQ%253D%253D) digital collection, hosted by [Reveal Digital](https://www.jstor.org/site/reveal-digital/) (on JSTOR’s open access platform). University of Oregon was already contributing content from the Oregon Penitentiary, but the State Library could contribute unique titles from the Oregon Women’s Correctional Center. [Bidin Times](https://www.jstor.org/site/reveal-digital/american-prison-newspapers/bidintimes-33292887/) and [The Rap Sheet](https://www.jstor.org/site/reveal-digital/american-prison-newspapers/rapsheetthe-33292888/) are newsletters from the 1960-1970s and have great content about recreational and educational activities. These titles were sent to a contractor for Reveal Digital to be digitized months ago and were just recently made available. The files will also be added to the [State Library’s Digital Collections](https://digital.osl.state.or.us/islandora/object/osl%3Adocs). University of Oregon and the State Library will be sharing files for both of their local digital collections. Unfortunately, there is evidence of another title, but Jey has been unable to locate it. There was no cost for the digitization, the only costs associated with the project were staff time. It was noted that students working on research and outreach projects with prisons would find this content interesting. This work will be promoted once the files are loaded into the State Library’s local collection.

Jey also reported on the increase of OrDocs being published in multiple languages. It is a challenge for the catalogers to keep up with publications that are in many languages and are revised frequently, such as recent titles from the Oregon Paid Leave program and the Voter’s Pamphlet. The Voter’s Pamphlet is being published in 12-15 other languages in multiple pieces, so it has been a challenge to capture for the digital collection. The upcoming Connections newsletter will have two articles about voter’s pamphlets; one about the collaboration between the League of Women Votes and the Talking Books and Braille Library to distribute an audio version, and the other about the digital [Voters’ Pamphlet collection](https://digital.osl.state.or.us/islandora/object/osl%3Aor_voters), which has the Marion County versions going back to the early 1900s.

**Oregon Documents cataloging update**

Heather reported that OrDoc MARC records are also now available through WorldCat Collection Manager. MARC records will continue to be posted to the State Library’s website for the foreseeable future.

Heather also announced that beginning in November, MARC records for data dashboards from Oregon state agencies will be produced. The dashboards that are a continuation of what used to be a serial publication will be cataloged. The records will be posted separately from the MARC records for digital Oregon government publications, since they are not archived and only contain links directly to the dashboards. The sites are too complex to capture in PDFs for the digital collection. There will be about 15-20 records in first batch, and then just a few in subsequent months.

Heather also reported the following statistics:

As of September 30, 2022, there are 155,314 objects in the Oregon Government Publications collection on Digital Collections, including reports, serial issues, videos, and audio podcasts

For July 2021-June 2022 on average, cataloged 808 new titles per month for a total 9,698 new records for the fiscal year

92% of digital Oregon government publications (that have been identified for the collection) are fully cataloged with subject headings

She noted the decrease in the digital OrDocs cataloging backlog, 10 years ago it was at about 50% cataloged. More staff time as been devoted to this work, since it can more easily be done remotely. Since records are not distributed to libraries until they are fully cataloged, this means there is now broader access to digital OrDocs. Angie Jannelli and Sarah Cunningham have done most of this work and deserve special recognition. There is still a cataloging backlog of about 4800 digital documents.

Jey mentioned that increased remote work in state agencies has led to efforts to downsize physical footprints, which has meant that offices are being cleared and old reports and documents (both state and federal) is being sent to the State Library. It was noted that backlogs of print OrDocs waiting for cataloging and digitization are increasing.

**Regional Federal Documents update**

Arlene reported on an 2019-2022 Library Services and Technology Act (LSTA) project to catalog Oregon’s Regional Federal Documents Depository Collection. ([link to slides shared](https://docs.google.com/presentation/d/1xnkGWl0zs6f2gIgvoEjov3fE9dwobtWgdMghy9tZNLs/edit?usp=sharing)) The project originally started as an unsuccessful competitive grant from Portland State University, but was subsequently funded out of other LSTA funds available through the State Library. A cataloger, Robert Kohl was hired to work on collections at PSU and the State Library from Jan 2020 thru June 2022. Statistics from the project were shared in the slides. Highlights include 52% of the titles cataloged at PSU were unique to the Orbis Cascade Alliance shared catalog and the entire collection of Census publications were inventoried and cataloged. Similarly, the entire collection of microfiche materials, as well as publications from the Federal Maritime Commission, National Commission on Libraries, and Merit Systems Board were completed at the State Library.

Lessons learned from the project include that there is good cataloging copy available in OCLC WorldCat, however agency names and SuDoc classification access points often needed to be added to records. Also, determining the amount of uncataloged material in the collection is difficult, relying on sample shelf counts and total collection estimates. Estimates are helpful to measure progress on the project, even if not exact. The State Library hopes to continue its work on the project with new cataloging assistant Sarah Walters.

David expressed gratitude to the State Library for this project, as he saw the results of the increased access and enhanced records. Arlene also answered a question about why PSU’s portion of the Regional Collection was chosen for the project. PSU’s initial grant proposal indicated interest and there was administrative support for making the necessary personnel arrangements for the cataloger, who was an employee of the State Library yet worked onsite at PSU. While this project has ended, it is always possible to apply for an LSTA grant to continue work at other libraries, and anyone who may be interested in this should contact Arlene.

Arlene also reported on a summer intern project to inventory and catalog the federal topographic maps (7.5 and 15 minute series) from Oregon. There are approximately 5,000 maps in the collection, including multiple copies and historical maps. State Library holdings have been set in OCLC WorldCat and will be loaded into the local catalog soon. The intern also helped compile a list of about 1300 duplicate Oregon maps that the State Library has from donations from other agencies. Arlene will be offering these to other libraries in the coming months.

Arlene also provided an update on the status of the shared housing agreements for the Regional Federal Collection and changes in policies around retention coming from the Government Publishing Office (GPO). There is more scrutiny by GPO over regional housing agreements now, and they are asking for more detailed lists of item selections than Oregon’s agreements currently contain. There is also more flexibility being offered about retaining tangible material, allowing Regionals to rely on online versions of designated titles and in some circumstances allowing weeding of specific titles. Regional depository libraries are now able to rely on the online versions of Federal Register and Daily Congressional Record and not receive a paper copy. The State Library (Federal Register) and PSU (Daily Congressional Record) have chosen to continue to receive print versions for now.

GPO has also formed [National Collection Service Areas (NCSAs)](https://fdlp.gov/about-the-fdlp/national-collection-service-areas) and once it enters into preservation steward or print selector agreements with depository libraries in each area for specific titles, Regionals will have the option to weed those titles. In the West NCSA, where Oregon is located, two titles that are eligible are certain volumes of the Public Papers of the President and the U.S. Statutes at Large. The State Library holds the Regional copies of these titles and does not have immediate plans to weed. Since the list of eligible titles will grow and GPO would like to have more detailed information, it is a good time to evaluate our over 10-year-old housing agreements.

Arlene has not moved quickly with revising the housing agreements because of staff turnover at the Regional partner libraries. She would also like to conduct a survey of libraries and gain a better understanding of what kind of access we want to tangible collections here in Oregon. She is working on a draft and will share with federal depository coordinators to help assure it will not be too difficult to fill out.

**FDLP Conference/GPO Update**

Kathy Bayer thanked the group for the invitation to attend the meeting and welcomed David, who joined GPO in July 2022. She shared [several slides](https://ola.memberclicks.net/assets/DIGOR/OR%20DIGOR%20FDLP.pdf) that include links to some of the resources and highlights from the FDLP conference that was held earlier this month.

Highlights include:

* FDLP [Library Services and Content Management (LCSM) update](https://www.fdlp.gov/training/fdlp-preconference-updates-gpos-library-services-content-management) held prior to FDLP conference to have more time for other programs.
* FDLP policies related to online selections and Regional discards will soon be updated to reflect the addition of NCSAs.
* Make sure to check out [Southern Oregon University’s poster](https://fdlp.gov/file-download/download/public/20415) about the Southern Oregon Digital Archive from the FDLP Conference
* The new Superintendent of Documents, Scott Matheson, is a law librarian from Yale University and has been involved with the FDLP for a number of years.
* The definition of National Collection of U.S. Government Public Information has a broad scope and includes [unreported publications](https://fdlp.gov/collection-tools/reporting-pubs-to-gpo) from many federal agencies. GPO is now collecting broadly and will take discarded material or help send it to preservation stewards. Contact Arlene if you have a large amount of material to discard.
* NCSA’s were formed to assure geographically dispersed copies of documents are accessible and available. The Superintendent of Documents will authorize Regionals to discard titles as preservation stewards or print selector agreements are put into place with depository libraries in each region.
* Microfiche distribution has just about ceased, but item numbers will not be cancelled until catalog records are updated.
* The task force discussing an all-digital FDLP produced a draft report and notes that there will continue to be some print distribution even in a mostly digital program. Many libraries (including those in Oregon) have little to no print materials and are already primarily all digital. The task force accepted comments on the report and will make final recommendations to the GPO director soon.
* Recommend using the help tutorials (5-7 minute webcasts) on [GovInfo](https://www.govinfo.gov/) if you are not a frequent user. There is more executive agency web-harvested content in the repository. Also, multi-part publications are now connected and Congressional Record entries link to bill text.
* New FDLP promotional materials are coming soon
* Recommend conference session on reorganization of government documents departments in academic libraries. [Think Like an Archivist: A New Paradigm for Government Information](https://www.fdlp.gov/training/2022-fall-dlc-think-archivist-new-paradigm-government-information)
* Make sure to use [askGPO](https://ask.gpo.gov/s/) for claims and questions and keep directory information up to date. Notes fields can be used to communicate with the public and could be used to help other libraries with referrals.
* A lot of Oregon questions in askGPO were related to claims. There were some problems with distribution after the COVID shutdown, but let GPO know you are still experiencing problems.
* You do not have to have a login to use askGPO, but it is helpful to track questions. A good practice is to have a single account for the library in case there is staff turnover.

**Continue as OLA Round Table discussion**

The last chair of DIGOR, Brad Engelbert, served for two years and it has been difficult to recruit new leaders since few have time for volunteer professional service. Arlene has been serving in Oregon Library Association (OLA) leadership and has not been able to help with DIGOR as much as she had in the past. Membership is low, and while there is a budget, there has not been enough energy to plan events or programming the last several years. Arlene and Jey are able to host meetings and bring people together to discuss issues in their roles at the State Library and do not have to volunteer their time. We all wear many hats now and it is hard to devote professional service time to an area that is not the primary part of our jobs.

Drawbacks of leaving OLA include losing the ability to collect money, giving up the website presence, and the ability to sponsor programs at the OLA conference.

Jey asked about what would happen with the budget. It could be transferred to another OLA unit or given back to the OLA general fund. It could also be spent before the round table was disbanded. Kathy Stroud asked if DIGOR membership overlapped with FDLP and OrDocs membership. 10 of the 12 members are affiliated or are formerly affiliated with depository libraries. Kathy also asked if it is possible to reinstate the round table if there is interest in the future. It is relatively easy to create a round table under OLA bylaws. A petition from OLA members and approval of the OLA Board is requested.

Several folks mentioned the value of ongoing meetings and would like to see them continue as it is a good way to connect with others. The responsibilities for the state and federal programs are written into Arlene’s and Jey’s position descriptions and would likely continue when they leave or retire. The OrDocs program is in Oregon statutes so would need to continue. The Regional Depository designation is different, but any changes would involve consultation with the library community. The DIGOR email list can continue, since it is hosted by the State Library and not tied to OLA membership. David mentioned that other groups could help with hosting programs about government information. Options mentioned include ACRL-OR, the State Library’s Continuing Education program, ALA GODORT and the FDLP Academy.

It was suggested that the DIGOR budget be used to help fund an internship to help with cataloging projects. Arlene is willing to work with libraries that might be interested in putting together a project.

The group is okay with disbanding DIGOR. Arlene will reach out to DIGOR members not present at this meeting to confirm decision with them and will also initiate next steps with OLA.

**Information sharing**

Holly shared that SOU has a new university librarian, Carrie Forbes, and a new cataloging librarian, Jan Juliani. The university is anticipating budget deficits, so they are exploring becoming an all-digital depository library. Holly is working on a pro/con list for the university librarian and welcomes any suggestions from other who have discussed this issue. Arlene offered to provide some information by her deadline of November 15. David and Kathy also suggested the FDLP Conference sessions, [Why We Continue to Say Yes to FDLP](https://www.fdlp.gov/training/2022-fall-dlc-why-we-continue-say-yes-fdlp) and [No More Paper, No More Books: A Practical Overview of the Transition to a Digital Depository](https://www.fdlp.gov/training/2021-fdl-conference-no-more-paper-no-more-books-practical-overview-transition-digital) for some ideas.

Sarah Rowland from Eastern Oregon University provided an update via email, since she was not able to attend the meeting. “I'm still the interim director and assistant library director. The Provost office changed the library director position to dean of the library and we have someone tentatively hired and hopefully they will start by the end of the calendar year. Sally Mielke, our collections librarian, is retiring at the end of the calendar year. We combined collections with OER and we are currently advertising that position. Overall the university has interim co-presidents and an interim provost. EOU is going through a lot of transition right now!”

Kathy Stroud reported administrative changes at the UO libraries. Upper management has completely changed in last 1.5 years. Joe Williams just started as Associate Provost for Research, Instruction, and Access Services. Several department heads are empty with folks serving as interim. Working with an outside consultant for a visioning process looking at mission and values. Vacant positions will likely not be filled until visioning process is completed. Space planning in the building is also taking place so Kathy is gathering information and will be working to evaluate the large FDLP collection.

Jill reported that PSU is searching for a university librarian after 3 years of having an interim. She also mentioned the stellar work Jean Knutson has done over the pandemic to shift the entire government documents collection to make room for a new space for graduate students. 2,212 shelves were moved!

Carol reported that Erica Miller who processed government documents at Willamette University retired. She is evaluating the FDLP print collections and noted the work needed to determine what the University community would like to retain in print.

Kathy Bayer mentioned that are vacancies in the Cataloging Records Distribution Program if anyone wants to add catalog records for digital materials.

Cat from Central Oregon Community College mentioned that students have organized a meet and greet for candidates. She is looking for ways to connect programs to FDLP collection. Pocket Constitutions available from GPO were mentioned as a good tie in. College FTE is up with staffing going down, so expansion has been hard on staff.

Kathy Bayer thanked everyone for their hard work and Arlene thanked everyone for taking the time to participate in a two-hour meeting. Resources mentioned will be distributed along with the summary of the meeting.