



DocumentOr

Web address: <http://libweb.uoregon.edu/govdocs/digor/documentor/>

ISSN 1062-175X

A Newsletter of the Documents Interest Group of Oregon

Vol. 21, No. 2 (August 2001)

Message from the Chair

Carrie Ottow
DIGOR Chair
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These are truly interesting times to be a documents librarian. The latest incident in the ongoing saga of the depository system is the controversy surrounding the recently released volume of the Foreign Relations of the United States series. Soon after the book was published, the State Department seemed to have second thoughts about its publication and considered recalling the copies. The volume, which covers Indonesia, Malaysia-Singapore and the Philippines, contains information on U.S. covert operations, information that is declassified, but politically sensitive. As of today, it looks like there will not be a recall; in fact, the State Department has put the full text of the volume on its web site. The incident does bring up a couple of issues, however.

First, unlike most other recalls I've experienced since becoming a depository librarian, this material was being considered for recall simply because it might prove embarrassing to the government. Usually, items recalled from depository libraries are things that should not have been distributed in the first place: items that contain classified information or that are for internal use only. When word came that the State Department was questioning the distribution of this volume, there were quickly calls from historians urging librarians not to allow the book to be taken off the shelves. If it had been recalled, I think most government documents librarians would have had to grapple with the decision of whether or not to comply. Fortunately, it didn't come to this. And one bonus of all this controversy: it gained the attention of a lot of non-documents librarians and highlighted the importance of the depository program. My director even emailed me wanting an update on what was happening with this.

A second, more sobering issue this brings up is the precariousness of government information in an electronic world. Many people have questioned what

would have happened if this had been an "online only" publication, with the one and only copy residing on an agency web server. It could have been quickly and easily deleted, with no need to rely on the compliance of librarians. Some in our profession, notably Jim Jacobs at University of California-San Diego, have called for GPO to distribute electronic documents to depository libraries so that they could keep copies of e-documents on their own servers. This scheme would continue the present system of multiple copies widely distributed geographically. This idea is often dismissed as "radical" or impractical, but I think given these recent events, it is an idea that is worth revisiting.

This is my last column as Chair of DIGOR. On Sept. 1st I will turn over the reigns to Judy Andrews and Susan Westin who will take up their posts as Chair and Chair/Elect. I would like to thank all the officers who have worked with me this past year: Dean Hutto, Valery King, Ted Smith and Judy Andrews. It has been a pleasure to work with you. And thank you to all the members of DIGOR for your support and participation in DIGOR. See you in Ashland!

NEXT DIGOR BUSINESS MEETING

Monday, October 29, 2001

10:00 a.m. - 4:00 p.m.

**Southern Oregon University
Ashland, OR**

Business meeting at 10:00 a.m.

**Afternoon program at 1:00 p.m.
Cam McIntosh on Census 2000**

Contact: Judy Andrews (andrewsj@odin.pdx.edu) to submit agenda items.

Distribution of the DocumentOr

At the September 15, 2000 meeting we agreed to make the Internet the primary method of distribution for the *DocumentOr*, in order to reduce mailing costs. Therefore, beginning with this issue, the following procedure will be followed in distributing the newsletter:

- The issue will be posted to the Digor web site (<http://libweb.uoregon.edu/govdocs/digor/documentor/>)
- A message will be posted to the digor discussion list announcing the availability of the new edition of the newsletter. Any personal member who subscribes to the list can then access the issue online and print out a personal copy if desired.
- An e-mail message will be sent to members who do not subscribe to the list, but for whom the newsletter editor has e-mail addresses, announcing the new issue. Members can then access the issue online and print out a personal copy if desired.
- Libraries on our mailing list will still continue to receive paper copies to add to their collections. Personal members who neither subscribe to the digor list nor have an e-mail address will also continue to receive paper copies in the mail. Members who receive the electronic notification can still request a paper copy from the newsletter editor.

Oregon State Library

Recon of Early Oregon Documents

By Dee Iltis, Cataloging Coordinator,
Oregon State Library

We wanted the rest of the documents community to know that after years of wishful thinking, the cataloging staff has embarked on a nine-month project to recatalog all of our pre-1980 Oregon documents.

Why now?? Several factors have come together to cause the Oregon documents recon project to rise to the top of our list of priorities:

--The State Library is completing a decade-long weeding project, in conjunction with a project to consolidate and shift all circulating Dewey materials into one shelving sequence in the stacks.

--Through the recent building renovation we've gained a new Special Collections stack area where we plan to house the first (archival) copy of Oregon documents, which we are required by administrative rule to preserve.

--The pre-1980 Oregon documents are classed in Dewey, since they predate the era of Ordocs classification. They are currently shelved in our Oregon Collection.

--In order to move first copies to Special Collections, and incorporate additional circulating copies into the general loan Dewey shelving sequence, we must inventory (that is, catalog and inventory) all of the Dewey Ordocs so that our patrons and we can locate them.

--At the same time, we are weeding and reconning to prepare our bibliographic database for migration to the next generation of online catalog.

--Finally, the older Oregon documents are the last part of our collections to be retrospectively cataloged. Realizing that the older Oregon documents form the heart of our research collections, State Library administration is fully supporting our current effort to provide bibliographic access to these materials.

So-- original cataloging, copy cataloging, change reports to OCLC and LC, short records in our local catalog, preservation processing, relabeling, some reclassing, volunteer labor, our labor -- all have been a major part of our lives since last April.

Here's a brief summary of our work:

--**Monographs:** we have just completed a 3-year project to create short records in our local catalog as a first step toward full OCLC cataloging.

--**Serials:** we are currently cataloging and union listing these serials on OCLC. For a few truly flaky titles of marginal value but which need nonstandard (i.e. latest title) cataloging for our sanity and that of our library users, we are creating records in our local catalog.

--**Monographic series** - we are nearing completion of a 2-year project to add short records to our local catalog for each title in monographic series that were originally cataloged under their collective titles.

So, we want you to know that most of the Oregon document serials will be accessible through OCLC by the end of the year, and that monographs can be found now in the State Library catalog.

A third of the way through our project, the Cataloging staff is 'hanging in there' and even enthusiastic about this mammoth undertaking. Wish us luck and good health for the coming months.



Archiving Electronic State Documents: an Idea Whose Time Has Come?

By
Jey Wann
Oregon State Library
Email: jey.a.wann@state.or.us

In 1997, DIGOR sponsored a group that called itself AESOP: Archiving Electronic State of Oregon Publications. We tackled, with various amounts of success, the definition of "publication" in the electronic environment, looked at all the Oregon government web pages we could find (including one member's trip to the game simulator at the Lottery Commission), and contemplated different models for archiving electronic information. Our purpose was: To write a proposal to provide free and lasting access for citizens of Oregon to electronic state of Oregon publications.

Unfortunately, we were never able to take the proposal past the idea phase, and the effort died out.

In the past three years, however, the problem of disappearing electronic information has become better known, and a new effort is underway to address this problem in Oregon.

This summer, Ernest Perez of the State Library convened an inter-agency group to investigate solutions to the disappearing electronic information problem. The as-yet unnamed group is composed of people from the Department of Administrative Services Information Resources Management Division, State Publishing and Distribution, the State Archives, and the State Library. Its vision: Continuing, easy, equal, and secure public access to current and historical electronic state government information in electronic format. Zounds, shades of AESOP!

The different agencies involved have different interests and activities that tie in to electronic archiving. Publishing and Distribution is working on infrastructure for eGovernment initiatives, imaging state publications to PDF, archiving state publications on CD-ROM, and document conversion architecture. The Archives helps agencies evaluate their public records, provides access to records that are significant or in demand, and works on continuing preservation issues. The State Library is concerned with access to, and archiving of, Oregon public documents.

We initially thought that proposing legislation for the 2003 session would be our primary activities. We are still considering this, but have decided to first design a pilot project, probably with the cooperation of groups such as DIGOR.

The State Library members of the group are: Jim Scheppke, Ernest Perez, Susan Westin, Allen Mullen, and me. Allen is a recent arrival at OSL. He comes from the Texas State Library's TRAIL system, with which many of you are familiar. Allen has summarized other state's electronic archiving efforts of the web at <http://www.osl.state.or.us/Allen/statutes.html>

Please contact Susan, Allen, or me with any ideas, questions, concerns, etc., about this process.

DIGOR History

By Ted D. Smith

On October 3, 2001 Digor marks the 21st anniversary of its founding as the primary professional organization for government information professionals in the Oregon library community. Digor operated as an independent organization from its inception in 1980 until 1997, when it affiliated with the Oregon Library Association and became a "roundtable" of that organization. There are two elective offices that have been continuous since the inception of the organization: Chair (known as president from 1987 until 1997) and secretary. The elective office of treasurer was in place from 1981-1997. The office of Vice-President/President-elect, which became the Vice-Chair/Chair-elect in 1997, was instituted in 1987. The position of newsletter editor (who in recent years has also served as webmaster) is an appointed position. It should be noted that the immediate past-president serves as an ex-officio member of the officers' board, so that agreeing to serve as Vice-chair/Chair-elect entails a three year commitment to the organization: one as Vice-Chair, one as Chair, and one year as past Chair. As she assumes the position of Chair this September, Judy Andrews becomes the fourth person (along with Pam Horan, Tom Stave, and Gwen Newborg) to have served as President/Chair on two occasions.

There have now been 20 different groups of officers who have served our organization. In recognition of that fact, it is appropriate to look back at those members who have served the organization as officers over the years, and to recognize the valuable contributions they have made to Digor and the profession. To that end, the *DocumentOr* is happy to publish the following table of officers for the period 1981-2001. The information in the table was taken from past issues of the *DocumentOr*.

DIGOR OFFICERS

Year	CHAIR (President)	Vice-Chair (Vice-president)	Secretary	Treasurer	Newsletter Editor
1981	Pam Horan		Gwen Newborg	Bill Abrams	Tom Stave
1982	Alex Toth		Louise Gerity	Tom Stave	Lois Schreiner
1983	Gwen Newborg		Arlys Fones	Karen Hadman	Verl Anderson
1984	Roy Bennett		Carolyn Hall	Dick Myers	John Shuler
1985	Tom Stave		Margo Curl	Dick Myers	Roy Bennett
1986	Dick Myers		Melanie Lightbody	Louise Gerity	Dick Myers
1987	John Shuler	Pam Horan	Judy Andrews	Karen Hadman	Melanie Lightbody
1988	Pam Horan	Judy Andrews	Barbara O'Neill	Karen Hadman	Deb Hollens
1989	Judy Andrews	Barbara O'Neill	Johnyne Wascavage	Tony Svetich	Deb Hollens
1990	Barbara O'Neill	Tom Stave	Johnyne Wascavage	Tony Svetich	David Barber
1991	Tom Stave	Patrick Grace	Judy Glenn	Roy Bennett	David Barber
1992	Patrick Grace	David Barber	Mary Jenny	Roy Bennett	Gwen Newborg
1993	David Barber	Craig Smith	Oren Ogle	Patty Cutright	Gwen Newborg
1994	Craig Smith	Kate McGann	Oren Ogle	Patty Cutright	
1995	Kate McGann	Gwen Newborg	Ted Smith	Jey Wann	Karen Diller
1996	Gwen Newborg	Ted Smith	Carrie Ottow	Jey Wann	Arlene Weible
1997-98*	Ted Smith	Arlene Weible	Dena Hutto		Arlene Weible Tom French
1998-99	Arlene Weible	Dena Hutto	Lisa Rowlison		Arlene Weible Ted Smith
1999-00	Dena Hutto	Carrie Ottow	Valery King		Arlene Weible Ted Smith
2000-01	Carrie Ottow	Judy Andrews	Valery King		Ted Smith

* DIGOR was an independent organization until September 1997, when it became a roundtable of the Oregon Library Association. At that time, the organization adopted OLA's fiscal year, which runs from September through August. Once the affiliation with OLA became effective, the office of Treasurer was abolished. From 1987 until 1997 the ranking officers were called "President" and "Vice-President". Once the organization became an OLA roundtable, these positions became "Chair" and "Vice-Chair", respectively.

Harvey W. Scott Memorial Library at Pacific University Begins Retrospective and Ongoing Service from Marcive

By Alex Toth, Social Sciences/Special Collections Librarian and Melissa Mocklin-Dwiggins, Lead Government Documents Student Assistant

Initial consideration of a retrospective conversion project for the Scott Library's collection of government documents occurred in 1995, shortly after the Library introduced its first electronic catalog. Marcive was selected as the vendor of choice for these services and a preliminary contract was signed. Unfortunately, a number of circumstances related to budget and staffing precluded the full implementation of the contract and it was not until 1999 that the issue could be revisited. In the interim, prep work for implementing Marcive's retrospective and ongoing cataloging services was initiated and the documents collection was heavily weeded and thoroughly shelf read. Final contracts for both the retrospective and ongoing services with Marcive were signed in December of 2000.

Work on the project began in earnest in late December 2000, and January 2001. At this time, a work-study student began recording the item numbers and years that corresponded to the paper and microfiche documents in the collection. She compiled the information into a list that was then sent to Marcive and used to generate corresponding barcodes and bibliographic/item records. The records for the retrospective portion of the project arrived in February of 2001.

Concurrent with these efforts was related work with the Library's management system vendor, Innovative Interfaces Inc. (III), to design a load table so that the bibliographic/item records could be loaded into the Library's OPAC. This effort turned out to be a rather lengthy process due to poor response from the individual to whom

III initially assigned the work. Once completed, there were several complications due to the large number of records from Marcive that were loaded at one time, causing the III system to crash. The Scott Library's Cataloging Supervisor worked to determine how to proceed with loading the records following the system crash. Despite her best efforts and the assurance she was given from III representatives, the re-loading of the records caused duplicate records to appear in the system. This in turn required the Cataloging Supervisor and several student assistants to spend a good deal of productive time deleting the duplicate records. Ultimately, after many calls and emails to both III and

Marcive the problems associated with loading records into the system were resolved.

In March and April of 2001, a retrospective project manual was organized to include preliminary procedures for cataloging documents, addressing problems, and recording statistics. These procedures were modified as the project team analyzed additional information about the general process and best practice methods for addressing problems. Full-scale retrospective cataloging began in April of 2001.

Funding was secured to hire three extra student assistants devoted exclusively to this project during May, June and July of 2001. These three students did yeoman service on the retrospective aspect of the project during this time period and collectively entered records for over 25,000 documents into the OPAC - a number which represents fully one-third of the titles in the Library's documents collection.

Despite the difficulties associated with initiating this project and some of the frustrations related to the first data loads, the project has truly begun to take shape and is well on its way to completion. In large part the successes of this project can be directly attributed to the team approach that was taken in organizing and carrying it out. All participants gave freely of their time and expertise, were considerate of the needs of group, and both supported and encouraged fellow project members in a variety of ways. No telling of this effort would be complete without mention of those individuals who collectively made it happen. Those individuals are: Alex Toth, Special collections/social Sciences Librarian, Julie Christerson, Documents/Acquisitions Supervisor, Emily Asch, Cataloging Supervisor, Anna Byers, Government Documents Student Assistant, Jennifer Meinert, Government Documents Student Assistant, Melissa Mocklin-Dwiggins, Lead Government Documents Student Assistant and Donna Nystel, Marcive Representative.

Minutes

**DIGOR Spring Meeting
March 29, 2001
Oregon Library Association Annual Meeting
Seaside, Oregon**

**Submitted by Valery King
Digor Secretary**

Present:

Judy Andrews (PSU), Laura Ayling (Lewis & Clark), Arlys Fones (Multnomah Co.), Dena Hutto (Reed), Valery King (OSU), Carrie Ottow (OSU), Kaiping Zhang (UO)

Welcome and Announcements

The meeting was called to order shortly after 5pm by chair Carrie Ottow, and introductions were made.

Approval of Minutes

Approved with one correction. The name of the director of the Hamersly Library at Western Oregon State should be corrected to Gary Jensen, not Jackson as reported.

Reports

Membership and Budget - Carrie

DIGOR membership is reported at 30. The treasury has \$426.76.

Depository Library Council Report - Dena

The spring meeting is to be held Sunday, April 1 through Wednesday, April 4 in San Antonio, Texas. Approximately 150 people are registered for the conference. The agenda will include a discussion of the NCLIS report, with Judy Russell in attendance, and the GAO report due out March 30. Operational issues such as electronic preservation, proposed changes in the core documents list, and electronic collections will be discussed. Carrie will speak on the Government Information Sharing Project as will Judy on the ORBIS committee.

Regional Library Report - Judy

There will be changes made to some operations at the regional depository soon.

Old Business

1. A reminder of the OLA program on the resources at the National Archives and Records Administration, Pacific Alaska Region scheduled on March 30 was made.

2. Program proposals for the joint OLA/WLA meeting are due July 1. We would like to present something jointly with the Washington state documents group. OLA/WLA will pay to bring in a speaker, so we won't have to budget for that. Arlene Fones, Tom Stave and Dena Hutto will discuss and plan a possible program and contact the Washington documents group.

3. There has not yet been any progress on the proposed survey of documents users in Oregon regarding electronic documents (see Winter meeting minutes). Judy, Susan Westin and Gary Klein plan to work on this during the summer.

New Business

1. Election of Officers for 2001/2002

Laura Ayling was elected secretary, and Susan Westin is the new chair-elect. Judy Andrews becomes new chair.

2. Fall Meeting

Southern Oregon University in Ashland has agreed to host this meeting, date TBA. Possible program ideas that were mentioned were digitization and Census.

Meeting was adjourned.

2001-2002 DIGOR Officers

Past Chair: Carrie Ottow, Oregon State Univ
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