

OhioLINK Depositories Summit

June 10, 2010

Thirty-six participants representing thirteen contributing libraries and five depositories met to discuss steps needed to move forward with projects related to the depositories. Julie Graber, from OSU, facilitated the four hour meeting, which began with introductions of all the participants. A free-form discussion identified de-duping as the primary agenda item. This was followed by break-out sessions focused on identifying questions which could help move de-duping forward. After each group reported, four outcomes were agreed upon. Work will begin on these action items immediately, with preliminary reports on progress submitted within 90 days.

Summary notes

Topics discussed included:

1. Why has it been so difficult to reach agreement on depository projects, especially when other OhioLINK projects have not had this difficulty?
2. We should start by determining what we do or can agree on, not what we don't agree on.
3. A Memorandum of understanding does not need to be a statement of principles in the first instance. It can simply cover a single project, and can grow and be added to over time.

Participants all agreed that the driving force behind all projects and discussions about the depositories is the need to free space in the depositories so that contributing libraries can transfer more print materials off-campus.

Break-out sessions were asked to formulate questions to be answered before de-duping projects could move forward. They identified:

1. The depositories need a governing group who can approve projects and move them forward.
2. How can the shared catalog help us to accomplish de-duping?
3. Most libraries & depositories have been doing some de-duping. Gather best practices to write a process for a cross-depository project.
4. Project specific questions need to be answered, e.g. who will decide how many copies are retained? Which copies are discarded? Do all volumes need to be in the same depository?
5. How can information about projects be communicated throughout OhioLINK?
6. How does/should current local environments and relationships drive our decision-making?

Based on these results, the following outcomes were agreed:

1. **Governing council for the depository projects** will consist of the 13 deans/directors of depository libraries. The council will determine within one year if this structure is satisfactory, and recommend alternatives if change is needed.
2. The **shared depository catalog will be implemented as a pilot at the Northeast Depository**. We will finish testing the database and discuss a timeline with III for loading the records from all five Northeast institutions. After an initial period of testing, the Southwest and Northwest Depositories will be brought online.
3. A **de-duping pilot will begin with ~25 reference serials**, which will be targeted for de-duping across the entire collections of the 13 contributing institutions. The project will be overseen by a committee composed of the five depository managers, a member from each of the 13 contributing libraries, and the Statewide Depository Coordinator. The committee will consider questions of policy, the process for de-duping, and standards for de-duping and it will undertake extensive communication outreach to ensure understanding and consensus. The pilot will be reviewed by the Governing council after comments are incorporated and receive its approval to commence.

4. The contributing libraries of the **Northeast** region will conduct a **research project on** issues surrounding **management of materials** including records, strategies for sharing records and possible shared ownership of materials.