

# Doc's Prescriptions

Ohio GODORT

**MELANIE K. PUTNAM**  
EDITOR

**SUMMER 1994**  
ISSUE #34

**TO THE MEMBERS**

**CHERYL M. PAINE, PRESIDENT**  
**MOUNT UNION COLLEGE**

Congratulations to Nani Ball and Megan Mitchell our new Program Chair/President-Elect and Secretary/Treasurer! I understand that Nani would welcome suggestions for programs and Meagan would welcome dues.

In order to facilitate communication with members, Ed Hall of Kent State has coordinated the Ohio GODORT-L. He tells me it is now up and running. If you have any questions, you can contact Ed by phone: 216-672-2017, FAX: 216-672-4304 or mail: Rm. 410 McGilvrey Hall, Kent State University, Kent, OH 44242.

Thanks, Ed.

Summer was anxiously awaited by those of us who suffered through those chilling -23 F degree temperatures (not including wind chill), and now the days are going so quickly I feel we are barely even going to notice that we are in the midst of it. My library is still trying to make a decision regarding which automation system we want to install. After several presentations, I was sent to ALA at Miami Beach (ok, I did notice that it was summer there) to further investigate. What a propitious trip -- one of the companies we were looking at was reorganized by its parent company days before the opening of ALA and I really felt like I was one of those on-the-scene reporters getting and giving news flashes. Rumors had it that attendance was down 20% from the previous year. The lower attendance provided more space in the exhibit hall for those who did attend. How wonderful not to have to stand in line to preview a coming attraction. I did not register until the Saturday, and had been warned the process could take a couple of hours - about two minutes was how long it took to hand over the money and get my registration badge. And, I did question the rationale of my career choice when I hit all the exhibits from the children's books publishers. My suitcases were so full I almost got blisters from carrying them from the airport to the car.

I must also mention what a wonderful job Sherry Mosley did coordinating housing arrangements for all the GODORT members. She also organized the GODORT reception held Sunday evening... the appetizers were superlative. Thank you, thank you, thank you.

I hope all of you are looking forward as much as I am to the fall meeting. I have never been to Wright State and always enjoy the opportunity to see how other documents collections are managed.

See you there.

## FROM THE EDITOR

School starts early for us at the Ohio State University Law School, so summer is already over, but the temperature and the date tells me something different. It is hard to focus back on business...

This issue welcomes you all back from the summer and all of your various wanderings, personal and professional. Some of you have gone to conferences, notably the grand daddy of all conferences, the summer ALA conference. I have received a report from Mae N. Schreiber (University of Akron) on one presentation regarding the integration or separation of government document information services. This report is one of our contributions to this issue of Doc's Prescriptions. Another report received from the membership is from Ellen Conrad (College of Wooster). This report covers the meeting of the Godort of Ohio OhioLINK/III Task Force Meeting. Rosemary Harrick (Kent State University) has also provided several items, one being an Ohio GODORT Survey. Jan Marotta (Ashland) has allowed me to reprint her article on government CD-ROM products.

These contributions have lead me to a theme for this issue of Doc's Prescriptions, and that theme is change. Change in the government document environment is very real and evident. Automation alters workflow and patron awareness of the collection. The electronic environment is pressing budgets, or budgets press back, forcing staff cutbacks or reorganization of departments. Lack of equipment or new equipment brings its own kind of tension. Construction may have sparked the change. Nevertheless, libraries are not static, nor is information. The staff of a library has to learn to adapt. Let's face it, transition is difficult, but the better we accept it, the better the outlook on life. A book which may help you understand yourself in the changing environment is Beyond Blame: a new way of resolving conflicts in relationships, by Jeffrey A. Kottler. (San Francisco: Jossey-Bass Publishers, 1994). This title is very relevant to the workplace as well as the personal arena. I highly recommend this readable book.

I am so pleased to have contributions from the membership for this issue. It makes a big difference! Look for news on our upcoming meeting in Oct. and don't forget to pay your dues.



Illustrations in this issue are from:  
The African-American Mosaic: a Library of Congress Resource Guide  
for the Study of Black History and Culture.  
Washington: Library of Congress, 1993.  
LC 1.6/4: AF 8

...The Sabbath among Slaves, from Henry Bibb's Narrative of the Life and Adventures of Henry Bibb, an American Slave (New York: The Author, 1849; E444 B58 Rare Bk. (C-USZ62-107750)

**GODORT OF OHIO  
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(Term of Office is from June 1994 to May 1995)

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**SEND YOUR MEMBERSHIP  
DUES TO:**

**MEGAN MITCHELL  
SECRETARY/TREASURER  
GODORT OF OHIO**

**TOP GOVERNMENT CD-ROMS**

by  
**Jan Marotta (Ashland University)**

[This article was first printed in OHIONETWORK,  
v. 15, no. 10 (Oct. 1993)]

Most librarians are aware that the government is publishing census materials on CD-ROMs. However, census materials are only a part of what is available from the government in electronic format.

One of the most popular CD-ROMs at this time is the **National Trade Data Bank**, better known as NTDB. It is accessed with a software called BROWSE which comes on the CD and uses menu screens. NTDB allows the user to obtain any and all information needed to do business with another country in approximately one hour. The CD contains the full text of more than 1600 government documents. In addition to text, statistical tables are also available.

NTDB contains the Overseas Business Reports series, the Foreign Economic Trends series, some Post Reports and Market Reports as well as many other documents. Some of the agencies which have their information available on the NTDB are the Central Intelligence Agency, the Export-Import Bank of the United States, the International Trade Administration, NIST, the Energy Information Agency, and the Bureau of Labor Statistics.

Searching the NTDB CD can be intimidating without a little training and a lot of practice. The best way to learn to use this CD is to print out the User's Guide available on the CD. The guide can be accessed by changing the drive designation to the CD-ROM drive which contains the NTDB and asking for the directory. The manual can then be printed out using the manual.doc program listed in the subdirectory NTDBINFO.

**The National Economic Social and Environmental CD-ROM**, better known as NESE is another gold mine. It contains information dealing with economic social and environmental concerns within the United States. It contains the full text of such documents as the Economic report of the President, The Annual Survey of Manufactures, The US Industrial Outlook, The Digest of Educational Statistics, Criminal

Victimization of the US, Current Economic Indicators, and Toxic Release Data for US Counties and Businesses.

Additionally, NESE has added to its files current items which are of special interest to the public. Specifically, one issue contained President Clinton's original Economic Plan. There are plans to include the report from the Health Care Task Force in the near future. The software to run NESE is the same BROWSE software which is found on the NTDB. Equipment need to run NTDB and NESE are an IBM compatible PC with at least 640K of memory, a CD-ROM drive, microsoft CD-ROM extensions, a hard disk, a monitor and a wide carriage printer (helpful when printing statistical tables).

Non-depository libraries may purchase NTDB or NESE from the government for an annual subscription price of \$360.00 each. Single issues are also available. In either case, it would be impossible to obtain the information in paper found on these CD's for the cost of the CD. For further information contact the Office of Business Analysis at the Commerce Dept. (HCH 4885) Washington, D.C. 20230 or telephone 202-482-1986.

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**NEW TITLES AVAILABLE**

Using Government Information Sources: print and electronic. 2d edition. by Jean L. Sears and Marilyn K. Moody. Oryx Press, 1994. \$115.00  
To order: 1-800-279-6799

Guide to U.S. Government Publications. [Andriot's]. 1994 edition. Documents Index, 1994. \$325.00. To order: Documents Index, Box 195, McLean, Va., 22101. (703)-356-2434.

U.S. Government Periodicals Index. CIS, 1993- . [v. 1 no. 1 Oct./Dec. 1993]. Print: \$795.00; CD-ROM: \$795.00. Print and CD-ROM: \$995.00. To order: 1-800-638-8380

**NEW OHIO DOCUMENTS**

Ohio. Office of Management and Budget. The state government book. 1994. 432 p.  
Ohio document no.: OBM 1.2:St7972/994

Ohio. Civil Rights Commission. Affirmative action report to the Legislature. 1993. 133 p.  
Ohio document no.: OY C 58/2.1/13:993

Ohio. Dept. of Development. Office of Criminal Justice Services. Recommendations of the Ohio Task Force on Gun Violence. [1994] 35 p.  
Ohio document no.: OD 50/2.8/2R311/994

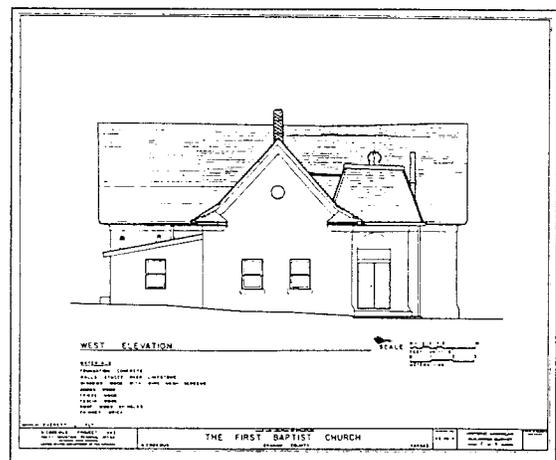
Ohio. General Assembly. Correctional Institution Inspection Committee. Interim report on the April 11, 1993 riot at the Southern Ohio Correctional Facility. 1994. 30 p.  
Ohio document no.: OGA 1.11-4:2R586/994

Ohio. Governor's Select Committee on Corrections. Final Report and recommendations. 1994. 45 p.  
Ohio document no.: OGV 88/65.4/2-4:1/994

Ohio. Legislative Service Commission. Summary of enactments. Appropriations acts. 1993. Part 1. 379 p. Part 2. 399 p. Price: \$6.00 each plus \$1.00 postage and handling for mail orders. Order from: Legislative Service Commission, 77 S. High. St., Columbus, OH 43266-0342.  
Ohio document no.: OY L 51.20/2:120th/993, pt. 1 & pt. 2

Ohio. Secretary of State. Official roster of federal, state, county officers and departmental information for 1993-1994. 1994. 263 p.  
Ohio document no.: OS 1.16/2:993-94

====[ ]====



**WELCOME NEW MEMBERS!**

**DUES \$10.00 DUES \$10.00**

Members who have paid their dues as of  
August 1994

- Julia Baldwin
- Nani Ball
- Evron Collins
- Ellen Conrad
- Mark Gooch
- Cynthia Hall
- Ed Hall
- Rosemary Harrick
- Karen Kimber
- Karen Kottsy
- Lynn Lenart
- Pat Markley
- Megan Mitchell
- Cheryl Paine
- Margie Powell
- Nancy Rubenstein
- Mae Schreiber
- Marcia Siebesma
- Rob Tiessen
- Jeff Wanser
- Patricia White
- Elizabeth Zuelke

Nancy Rubenstein  
 Heidelberg College  
 Beeghly Library  
 10 Greenfield Street  
 Tiffin, Ohio 44883

Mark Gooch  
 Cleveland State University  
 Law School Library  
 1801 Euclid Avenue  
 Cleveland, Ohio 44115-2403  
 email: mgooch@inca.law.csuohio.edu

**MEMBERSHIP NEWS**

Lynn Lenart has started a new job at the University of Akron Law Library, where she is Assistant Law Librarian for Reference Services. The job encompasses the areas of CD-ROMs, A-V, microforms and reference services.

Deb Denison is now doing government documents at the Case Western Reserve University Law Library.

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**DUES \$10.00 DUES \$10.00**

Annual dues are \$10.00. Make checks payable to  
GODORT of Ohio and send to:

Megan Mitchell  
 Oberlin College Library  
 Oberlin, OH 44074-1532

**NOTICE!!!**

The membership list will be used for all mailings. If dues are not paid, you are off the list. This includes the newsletter and meeting announcements. Please send dues in soon or pay during the Oct. meeting at Wright State.

**GODORT OF OHIO  
 TREASURER'S REPORT  
 MAY 20, 1994**

Balance Oct. 15, 1993	\$582.84
Income [Dues] 14 members paid	\$140.00
Union List [GODORT] "sales"	\$30.00
Expenses:	
Flowers for Ohio GODORT member:	\$31.80
Refreshments for Fall Meeting	\$47.50
DTTP subscription	\$20.00
Bank Service Charges	\$2.50
Newsletter postage (3 mailings)	\$97.76
Total Expenses:	\$199.56
BALANCE [May 20, 1994]	\$553.28

# ANNOUNCING!

OHIO GODORT FALL MEETING  
OCTOBER 14, 1994

AT  
WRIGHT STATE UNIVERSITY  
STUDENT UNION  
9:00 am - 2:30 pm

Program to be announced

Postcards will be mailed late Sept. with further information about the program. Contact **Karen Kimber** for Lunch Reservations (\$5.50 per person) by **Oct. 5, 1994** at (513)/873-2533, for help with directions or. Maps are reproduced in this issue of the newsletter. For those who wish to arrive the night before, a 6:30 dinner gathering with GODORT members will be arranged. Contact Karen Kimber. Overnight visitors may stay at: Red Roof Inn, at I-675 and N. Fairfield, Exit 17, 2580 Colonel Glenn Highway. Call 426-6116 or for Nationwide reservations: 1-800-843-7663; or the Holiday Inn, I-675; 2800 Presidential Drive, (426-7800).



## REPORT ON "SHOTGUN MARRIAGES AND AMICABLE DIVORCES": INTEGRATION VS. SEPARATION OF GOVERNMENT DOCUMENTS AND INFORMATION SERVICES

by  
**Mae N. Schreiber**  
(University of Akron)

[from the ALA Conference, July 10, 1994]

The program focused on the advantages and disadvantages of separate vs. integrated reference and government documents information desks. The speakers were Gary Peete, Business/Economics Librarian at the University of California; Jerry Campbell, University Librarian, Duke University; and Randy Olsen, Dept. Director, Brigham Young University. Portions of the program handouts have been reproduced following this article.

Some findings from Peete's talk were:

Overall, there was not as much change as expected in the area of combining Government Documents and Reference; however, the potential for future changes was thought to be high.

Successful integration of Reference and Government Documents depended on communication and a great deal of staff training because many staff are uncomfortable with documents

Some fallacies to avoid were:

- 1) the assumption that anyone can give good documents service without a great deal training and experience
- 2) casual contact with documents is enough to keep up skills
- 3) cataloging and indexing have made it easier to give good documents service

Jerry Campbell's talk stressed team work, cooperation, and creative problem solving in this time of change and adequate financial support. In this period of transition from paper to electronics, it is futile to try to stick to paper. There is a need for new models of access. Government information has

an advantage in this area because there is less of a problem with "intellectual property" rights.

Librarians need to create new boundaries to solve common problems. When depository librarians came together at the Chicago Conference to seek a solution for the restructuring of the Depository Library Program in order to deal with the inadequate funding and changes at GPO, they were trying new problem solving approaches. Campbell stressed the need for continuing the effort of the Chicago Conference.

He also suggested changing the name GODORT. Government Documents Librarians needed to change the image they project to others. Names have powerful images.

The Government Printing Office is also trying to deal with the paper to electronic transition by offering GPO WAIS. The main restriction of this approach is that it is tied to a single workstation.

At Duke, in order to create these new boundaries for problem solving, the distinctions between departments are diminished by the team approach. The team approach offers a gentle means of change and it provides flexibility. Evaluation is performed on the team, while individual evaluation is suspended. The team approach also reduces a management layer.

The final speaker was Randy Olsen from Brigham Young University Library (BYU). His library decided to merge the Social Sciences Dept. and Government Documents in 1979. BYU doubled the staff because of the need for increased service and training. The hypothesis was that consolidation of the two departments would increase the circulation of government documents.

The training program included: Customer service attitude, telephone courtesy, audio tape tour, the reference interview, and a list of 40 questions to familiarize the staff with the sources.

Eventually in 1991 the two departments separated because the data suggested that (1) the consolidation of the two depts. didn't stimulate or increase the use of government documents and (2) there was no substantial financial saving in consolidation.

The overall program on integration vs. separation does not indicate that there has been as much change as expected.

Libraries are in a period of transition and different libraries have different solutions to this period of change in this electronic age. The team approach and quality circles from management in industry are being used in some libraries. Different solutions are for different institutions.

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#### FURTHER READING

"Rethinking reference and adult services: a preliminary report," by James Rettig. RQ v. 32, no. 3, Mar. 22, 1993. pp. 310. [He touches on the merger of reference and government document service desks]

"Documents Reference," by Beverly Norton. DTTP, v. 21, no. 3, Sept. 1993, pp. 154-156. [The BYU experience is described in advance of the ALA program]

#### GOVDOC-L DISCUSSION

[about location of document collections]

From: Ann Miller  
Newsgroups: bit.listserv.govdoc-l  
Subject: Re: location of documents collection  
Date: Tue, 10 May 1994 10:50:38 CDT

The documents collection at [James Madison Univ.] JMU has been located on the second floor of our building since its establishment, as a result we too have bad knees. By the end of our current construction project the collection and staff offices will be located on the main floor of the building along with reference offices, reference collection and electronic materials.

It was pretty much a given when we began planning for our construction and renovation that documents would move to the main floor. This was due, in a large part, to the fact that the Documents unit is part of the Reference department. We have no separate service or circulation desk, consequently I was not the only one running up and down the stairs or having to be away from the Reference desk for long periods of time while I took a patron up to find just the right Population Report. In addition, the use of documents has increased in the last three to four years. Because of that, all of us have been making the climb more frequently. I'd say

there are a number of points you could make with your administration:

1. Due to the uniqueness of the collection, patrons require more assistance in actually getting to materials. Staff need to go with them to the collection to ensure they locate what they need. This doesn't always happen but is frequent enough.
2. Move to the main floor will lessen the time staff is away from the desk and increase productivity – administrators will love that.
3. Note that many commercial indexes provide access to federal materials, it makes sense to have these materials fairly near one another.
4. Finally, walk them through the process if you can. I believe the reason our move was planned from the start is that our University Librarian worked the reference desk. When HIS knees hurt, we got results.

...[text deleted]...

Ann E. Miller  
Documents Librarian  
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James Madison University  
Harrisonburg, VA 22807  
fac\_amil@vax1.acs.jmu.edu

[[[[[

From: McKinley Sielaff <SIELAFF@UWYO.EDU>

Newsgroups: bit.listserv.govdoc-l

Subject: Re: location of documents collection

Date: Tue, 10 May 1994 16:46:48 CDT

[in response to]:

- > the government documents collection on the same floor as
- > the reference collection? I'm trying to make a case for such
- > a positioning
- >
- > Rebecca Wondriska
- > Documents Librarian
- > Trinity College Library

[McKinley Sielaff states]:

I went to Library School at Rutgers University and was lucky enough to also work on the ref desk as a Reference Assistant as well as in the Govt. Docs. department. I was lucky because it does have it's docs. department located on the same floor (first) as reference. They have an integrated govt. and general reference desk and the location helps all the librarians. I must say that all the librarians there, not just the government documents librarians use the collection quite a bit to answer questions. I think it is because of the set up.

It was because none of the librarians shun the collection that led me to become a docs librarian. I did not know how rare this is. (I affectionately refer to my collection as the documents pit since it's located in the basement). They maintain a doc ref section at the start of the collection which makes it easy to find materials even for those who are unfamiliar with government collections. Included here are index tables for important docs and the workstations for CD-ROMs. They have their few law materials (Rutgers has a law library) together also making it easier to find PLs and such. I think the collection is well organized (it contains fed., state, international, and foreign materials) and because of that it facilitates use for all. Because it is located on the first floor it gets attention that my collection in the basement doesn't. Anyone entering the library will see it. And since many students don't seem to realize that the other levels of any library are there to house material and not just for looks (I really don't know what they think the other floors are for) having a public collection where they can't miss it makes a lot of sense.

I also worked in another of their libraries after finishing my degree. Again the collection was on the main floor even though it was a much smaller depository than the first one mentioned.

Patrons unfamiliar with docs are often reluctant to venture downstairs by themselves I find. And it is easier to find answers to questions on the same floor rather than go tramping off up or down a few floors. However it is important to remember and remind people that docs are often the true primary source and that many commercial sources simply use the numbers and statistics from govt. sources and "pretty" them up. Also many docs are very important and not to be found outside of the docs. collection.

Everyone in libraries from directors down need to remember that the docs. collection is an obligation that the government has to the citizens of this country. The government spends much money and time providing this information. Depository libraries, large or small or not just responsible to the library or university environment they are in. Failure to comply with certain criteria means losing the collection! One requirement is to make the collection accessible to all – how about the handicapped? Does housing the collection down or upstairs cause access problems?

Personally I wish that making the collection accessible carried more weight about putting it on the main floor! I wish making the collection accessible included making help available to use it.

Since more and more libraries are combining to just one ref desk it is important for all ref libs. to be familiar with govt source. Especially as more stuff goes up on the Internet! and more is said about the information superhighway.

I just think it's a pity that we have major collections that are overlooked because of their placement. I guess this is long enough for now, but Rebecca if you want to discuss this further write me at Sielaff@uwyo.edu

McKinley Sielaff  
307-766-2174  
Government Documents Librarian      Sielaff@uwyo.edu  
University of Wyoming

□□□

From: WANSERJC%HIRAMB.bitnet@vmd.cso.uiuc.edu  
Newsgroups: bit.listserv.govdoc-1  
Subject: Re: location of documents collection  
Date: Tue, 10 May 1994 16:50:41 CDT

While we currently have our documents collection one floor up from reference, we will be moving to a new building next year where reference and documents will be side by side, at the front door. Our reasons for the change are numerous, but the most important one has to do with staffing. As a small library, we have only one reference point, and it makes sense to put nearly everything requiring help (reference, documents, microforms) in one place, if possible. As both a reference and documents librarian I can do without the constant up and down, from CD-ROM terminal to collection and back, and so can the patrons. Besides, it makes the documents collection more visible to those not familiar with the building, which in academic libraries, means anyone outside the campus community (and some inside, as well).

Jeff Wanser  
Hiram College Library  
Hiram, Ohio  
WANSERJC@HIRAMA.HIRAM.EDU

□□□

From: DBLAZEK%UMIAMI.bitnet@vmd.cso.uiuc.edu  
Newsgroups: bit.listserv.govdoc-1  
Subject: Re: Location of documents collection  
Date: Wed, 11 May 1994 10:40:31 CDT

Our library is currently two floors above reference, and considering whether or not to move downstairs adjacent to reference.

Arguments are that the public services units will be able to work better, and more usage of documents, etc.

Moving documents downstairs may increase their usage, just by being near greater foot traffic.

However, I feel location is a minor issue regarding increased usage overall. If usage is priority one, retrospective and ongoing electronic conversion would be given a greater push.

Materials in our branch libraries are used simply because students can find records through our online catalog. Not because they are simply right in front of their noses.

I feel that combining documents and reference is simply and administrative way to cut costs by eliminating middle managers. Combining departments is simply the library's way to downsize labor costs.

I am curious how many libraries would rate their collection as large and substantial (the documents) and also have an integrated reference desk. I bet the size and the age of the depository would prohibit many documents departments from contemplating such a move.

---oh what the hell  
I'll sign my name.  
dblazek@umiami

□□□

From: DBLAZEK%UMIAMI.bitnet@vmd.cso.uiuc.edu  
Newsgroups: bit.listserv.govdoc-1  
Subject: Location Location Location  
Date: Fri, 13 May 1994 16:23:31 CDT

At risk of sounding contrary, here goes again.

"The single most important action depositories can take to increase public awareness of the resources of the depository is to provide subject access to the resources of the depository through the library's main catalog."

—Depository Library Manual, Section 10—

Our library has nine floors. Most of the materials located on those floors have records in our online catalog. Anyone wanting a psychology book goes upstairs to the 7th floor from a citation found on the 1st floor catalog.

Granted it would be great to have everything on the first floor. Or better yet, it would be great to have that "book" that has everything I need in it. And I'm sure we've all heard that "certainly the govt must compile statistics on the number of doctors or lawyers or garbage men who live in Fort Lauderdale or Cleveland who have HIV or TB or more than one child."

Things are not so simple.

Scenario. Our third floor government documents collection is largely uncataloged, although we have been feverishly involved in recon and we do have access to an OCLC

terminal with an exporter. In two years we have entered over 15,000 permanent records for IGO's and other gov docs.

Hooray. Government docs, depending the percent of items selected of course, involves a tremendous amount of technical services checkin, etc.

I feel most gov docs librarians think of themselves as public services librarians, which is fine, but this latest fad of combining ref. and gov. docs. doesn't seem to adequately address the added component of docs processing.

I find that most docs depts. do not have direct access to their online catalogs. Which is too bad, because unless library administration sees retro conversion of older docs as a priority, we will be forever enslaved to the use of the Mocat. Its certainly better than nothing, but face it, the Mocat is no John Kennedy.

I feel docs work is both public and tech services and I enjoy both aspects of it. Lets say hypothetically that some of the departments that are combined reference and documents, have their tech services process incoming depository shipments. Lets say that cataloging is located a floor above or below. Then I would have to go up or down a flight to find out if there is a certain doc in a latest shipment as yet uncataloged, processed or whatever. Then again it might not occur to a general reference librarian to undertake this step.

Getting back my scenario. I am curious how many, if any depositories have most of their collection in compact shelving, and how well it has worked. I would say that our anticipated move from the third floor where we have standard shelving, to the first floor where we will be crammed into compact shelving is not going to be a boon for access.

Other things are going on. In Miami where space is at a premium, it is the only way our 80%, from 1939 depository collection can fit downstairs. Also, for depositories that do have their docs in the path of most feet,

I assume you've had to hire more students to keep those docs filed in order.

Anyway, I feel if you want real access, catalog. Shelving docs a floor up is not exactly on the moon.  
dblazek@umiami

□□□

From: Jim Hammons  
<JWH200F%ODUVM.bitnet@vmd.cso.uiuc.edu>  
Newsgroups: bit.listserv.govdoc-1  
Subject: Re: Location Location Location  
Date: Mon, 16 May 1994 10:13:16 CDT

In reply to D. Blazek's provocative message, I can sum up what we're trying to pull off at Old Dominion, with some thoughtful administrative support, in a few bullet points. In short, we're trying to optimize the usefulness of our collection with fewer people doing the work of maintaining it.

\* Over the next 18-24 months, while construction for a library addition advances, we'll be planning to move all of our documents processing to Cataloging (this will actually start July 1 of THIS year) and move our public service component to the Reference Dept. When the dust clears, I'll be stationed in Reference, but I'll retain "oversight" of the processing in a sort of "matrix" organizational scheme -- I like to imagine a "technical consultant" role.

\* As this happens I'll be writing a collection development policy, essentially a blueprint for a surgically ruthless weeding program. I'm building the policy on a finite group of "core collections": classes of publications that we will commit to maintain as archival resources for our campus and representative district. Everything else is subject to weeding after five years. The goal is a lean, "healthy" collection.

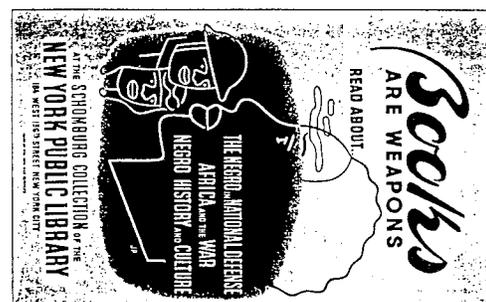
\* We'll plan for the complete retrospective conversion of our collection. We'll also plan to further automate current processing and cataloging. These are other areas where I'll play the technical consultant.

\* When the building addition is ready enough for us to move, we'll take the paper and electronic parts to Reference -- with all books but ready ref stuff going into compact shelving. Microfiche will go where it belongs, in the microforms department, except for the heavily used SRI, Federal Register, and a couple other significant chunks.

\* I and the paraprofessional who'll accompany me to Reference will be free to do what really counts: focus our energy on actively promoting the use of public information.

Oh, and we're going to do this with 40% fewer staff than we have today. We're losing both a boss (to retirement, compounded by a salary give back) and a processing assistant (to still further budget cuts). It'll be pretty nifty. But don't let your administrators read this!

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Government Publications Dept.  
jwh200f@oduvm.cc.edu  
Old Dominion University Library



**REPORT**  
**GODORT OF OHIO OHIOLINK/III**  
**TASK FORCE MEETING**  
**submitted by Ellen Conrad**  
**(College of Wooster)**

The Task Force met at Denison University on Aug. 5, 1994. Those present were six members of the Task Force, plus two new members, Karen Wilhoit of Wright State and Mark Gooch of Cleveland State University. Anne Flint of OhioLINK was a guest.

1. Each person reported on "Where we are now" with III (the Innovative Interfaces, Inc. automated system): Cleveland Law (Mark Gooch) is currently loading from NOTIS and will have their system up by Oct. 1, 1994. Some serial document titles are cataloged and this project will continue.

University of Akron (Mae Schrieber) has been on III for over one year. They continue to have trouble with SuDoc numbers sorting but other things are going well. Seventy-five percent of documents are in the system.

University of Cincinnati (Karen Kotsy) has twenty percent of their documents online with SuDoc numbers. They are awaiting the OhioLINK tapeload. As a result of their in-house automation work, the University of Cincinnati has cleaned up, compared and worked extensively on item number files. This accurate file has been offered to Mike Clark at GPO.

College of Wooster (Ellen Conrad) is in to their fourth year on III. All documents are cataloged and are in the system. Current titles are added as they arrive. Holdings are being added as time permits.

Denison University (Mary Prophet) is cataloging serials and selected monographs. They are looking at Marcive for current cataloging.

Wright State (Karen Wilhoit) has been on III for two years. Document monographs have brief records. Serials are not on the system yet. A tape load is awaited for current titles. Serials check-in will be the next on-line step.

Kent State (Rosemary Harrick) began cataloging documents in the 1970's. They are having trouble with "in-process" and "received" records. They are also concerned with serial holdings screens and "library has" notes.

Case Western Reserve University (George Barnum) has been up and running for two years. All holdings from GEAC have been transferred with some problems. They are working on upgrading these records and also on a serials conversion project.

2. Anne Flint reported on Autographics and OhioLINK: Autographics has been working closely with OhioLINK on programming, software revision and loading. Jean Sears (Miami) has done extensive item number profiling and Autographics has been working with them. Many groups and institutions have been involved in this which slows the process. Anne hopes it will be finished this fall.

Questions for Anne Flint from the group:

Q: Will all OhioLINK libraries be required to switch to AG for retrospective conversion?

A: Probably

Q: What do you need from us?

A: Suggestions and help in evaluation of records. They want to help and be available to the libraries.

3. Task Force Housekeeping:

E-Mail list was checked and updated; the group decided to meet several times a year or as needed; minutes/meeting notes will be submitted to Doc's Prescriptions; Ellen Conrad (Wooster) agreed to serve as convener for the group.

4. Miscellaneous:

A list of comments and requests to the Task Force was distributed. This list is available upon request from Ellen Conrad [(216)-263-2119]. Clearly the documents community would like to have a group that can help with both practical nuts and bolts type issues and also serve as a voice for Ohio document/III users. Standards in serials processing are also desired. While the group recognized the autonomy of institutions, it hopes to be able to set some standards and guidelines. Copies of preliminary materials related to III serials work are available from Ellen Conrad.

5. III/Documents resource people:

A list of folks willing to share what they have learned was created. The following individuals have volunteered for these categories:

[Please volunteer for these or other categories]

List making and use

George Barnum

Docs serials handling, check-in and item records

Ellen Conrad

George Barnum

OCLC exporting to III

Ellen Conrad

George Barnum

Item Number files

Karen Kotsy

George Barnum

**NEW BROCHURE  
ISSUED**

submitted by  
Rosemary Harrick

"Federal depositories must be  
the best kept secret around"

This is a phrase we hear all too often in our work. The SU-PORT Documents Librarians of Summit and Portage counties (Ohio) felt that the lack of awareness of the information available in depositories warranted the creation of an information and promotional pamphlet. Distribution targets area libraries and business.

The pamphlet describes the collection of each of the depositories in the 14th Congressional District of Ohio. It also provides general information concerning hours, locations, telephone numbers, and circulation requirements.

Should you be interested in promoting your depository in a similar fashion, contact Rosemary Harrick at Kent State University Libraries, Government Documents, Kent, Ohio, 44242-0001 (telephone: (216)-672-2388) for further information. A copy of the brochure is available upon request; please enclose a self-addressed, stamped envelope.

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**OHIO GODORT SURVEY**

This survey is being conducted to see if there is a need for a 2nd edition of the Ohio Godort List of Depository Libraries. Thank you for taking the time to complete this survey. Please respond by Oct. 1, 1994. Send to: Rosemary Harrick, Government Documents Dept., Kent State University Libraries, Kent, Ohio 44242-0001. Phone: (216)672-2388; FAX: (216)672-4811.

1. Did you purchase the 1st edition of the Union List? (Check all that apply):

- YES - the Northeast region volume
- YES - the Central region volume
- YES - the West region volume
- YES - all 3 volumes
- NO

2. Did you find the 1st edition useful?

- YES
- NO

\* If no, please explain

3. Would you be interested in purchasing a 2nd edition? (Check all that apply):

- YES - the Northeast region volume
- YES - the Central region volume
- YES - the West region volume
- YES - all 3 volumes
- NO

\* If yes, should we change the format, organization, or other aspect of the list? (please explain)

4. The 1st edition volumes were \$15.00 each. What would you be willing to pay for one 2nd edition volume, to defray the cost of shipping and postage?

- about \$15.00
- more than \$15.00
- other price \_\_\_\_\_

5. Would you be interested in serving on the project of creating a 2nd edition?

- YES
- NO

**A D D I T I O N A L   C O M M E N T S**

\_\_\_\_\_  
\_\_\_\_\_  
Your Name: \_\_\_\_\_  
Library: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

**GOVERNMENT DOCUMENTS ROUND  
TABLE OF OHIO  
MINUTES OF SPRING MEETING  
MAY 20, 1994**

The 1994 spring meeting was held at Ohio State University, College of Law. Karen Kimber (WSU), the president, called the meeting to order at 9:45 a.m. The minutes from the fall meeting were approved. Lynn Lenart, secretary/treasurer, read the treasurer's report and it also was approved.

**NEWSLETTER REPORT- DOC'S PRESCRIPTIONS**

The editor, Melanie Putnam (OSU-LAW), gave her report. First, she asked for approval to mail the newsletter beyond the membership. She warned that it would be a large mailing. She also asked if it should be once-a-year or every two years. Someone needs to gather this list of names to send the large mailing. It could include out-of-state and federal locations. Mary Prophet (Denison) said she already has a list on disk of addresses. She used it for the "Big Sets" Directory mailing. Cynthia Hall (Porter) suggested contacting ALA for a list of ALA members to send the newsletter to. This list could include library directors.

The second item the editor brought up, was that she needs help! Margie Powell (Wooster) offered to help. Lynn Lenart (AKR) suggested four themes a year, one for each issue of the newsletter. This way members would have an idea on what to write about. For example, one issue could be about documents and technical services, one issue could be about government document promotion, etc. Melanie thought that it would be hard to implement. Ellen Conrad (Wooster) suggested that an Ad Hoc Committee be put together to suggest ideas and help Melanie.

Ed Hall (KSU) suggested that reporters be responsible for columns. He also remarked that e-mail can be sent for membership and dues reminders.

The discussion wound back to the first issue and Evron Collins (BGU) recommended that the first fall issue be sent to everyone. NOTE: it will cost about \$100 for one big mailing. Karen Kottsy (Cin) made a motion to send one issue a year to all depositories in Ohio. Margie Powell (Wooster) added a friendly amendment, to include a copy of the membership brochure. Nani Ball (Miami, Middletown) suggested that the spring issue be sent which announces the spring GODORT meeting in Columbus, since more librarians could probably make it to Columbus. Evron (BGU) added that this mass mailing be sent to the central depository on campus only.

The formal proposal for the additional mass mailing read: Send the spring newsletter announcing the spring business meeting in Columbus, including the membership brochure, to all depositories in Ohio. If there are multiple depositories on campus, only the central depository will receive a copy from the mass mailing.

The motion was voted on and passed.

**ELECTIONS**

Karen Kimber thanked the nominating committee of George Bamum (CWR), Coleen Parmer (BGU), and Julia Baldwin (Toledo), for putting together the nominations. Karen asked for nominations from the floor, but none was suggested. Discussion followed on our Bylaws, which stated that the membership should be notified by mail at least four weeks prior to elections. Evron Collins (BGU) motioned to suspend the rule concerning this, for this meeting only, to allow the election to take place. It was seconded by Cynthia Hall (Porter). The elections continued.

Nani Ball (Miami, Middletown) was elected President-Elect and Megan Mitchell was elected Secretary/Treasurer.

**COMMITTEE REPORTS**

**RESOURCE SHARING COMMITTEE**

Margie Powell (Wooster) spoke for George. She gave a report about the housing agreement between Ohio depositories for the Digital Ortho Quadrangle CD-ROM survey. She mentioned that an agreement of minimal level of service between these libraries needs to be drafted. An authoritative list will be published in Doc's Prescriptions. She mentioned that we were probably the only state in the country to make this arrangement and it could have been because we already had a committee in place.

**UNION LIST OF MAJOR SETS**

Mary Prophet (Denison) gave her report. There are a few paper copies left. It is up on the Denison Gopher but it is not a public gopher at this time. She is working on getting public access to the Library part of the gopher. She proposed that someone talk to OhioLINK and move the directory to the OhioLink gopher for public access. Mary offered to continue to update the directory section.

**ELECTRONIC BULLETIN BOARD**

Ed Hall (KSU) gave the report for George. Ed proposed that the Ohio GODORT not use the Cleveland Freenet because it's so difficult to get on. He suggested an e-mail distribution list using everyone's e-mail, which was approved. Other ideas proposed for the future was the Akron Freenet or the OhioLink gopher.

**MEMBERSHIP COMMITTEE**

Nani Ball (Miami, Middletown) gave her report. Suggestions for three ways to get new members were proposed: 1. send out the brochure to all Ohio Depository Libraries 2. announce the Ohio GODORT meetings on GovDoc-L 3. George Bamum/Ed Hall's e-mail distribution list

#### OHIOLINK/III COMMITTEE

Coleen Parmer (BGU) gave a summary of OhioLink's Autographics test. She had talked to Jean Sears (Miami), who is in the middle of profiling. Jean has found many errors in item numbers, which the committee had also noticed. She is notifying Autographics of these errors, so hopefully it will help clean up the database down the road. Clyde Hordusky (State Lib) doesn't have to profile because he is a regional and receives 100%. Jean expects the test tape shortly and will look at it closely. She hopes to be done with the test tape by fall.

#### OLD BUSINESS

Lynn Lenart (AKR), secretary/treasurer, had put together (for the first time) a rough draft of a Ohio GODORT Committee directory. Information was gleaned from old, old minutes, etc. The intent was to formerly disband committees no longer needed; categorize committees into three types: ad hoc, working group or standing committee; and to simply examine the remaining committees. It is hoped that this committee listing is periodically re-examined.

The motion to re-examine every two years at the spring meeting was voted on and the motion carried.

##### 1. TRAVELING DISPLAY COMMITTEE

Changed title to AD HOC TRAVELING DISPLAY COMMITTEE. The committee was charged with setting up operating rules. A report is expected at the fall GODORT meeting.

##### 2. OHIOLINK/III WORKING GROUP

Changed title to OHIOLINK/III INTEREST GROUP. Ellen Conrad (Wooster) moved that we collect in writing, what this committee should do. Ellen volunteered to collect and respond over e-mail.

Margie Powell (Wooster) seconded it and the motion carried. Mary Prophet (Denison) suggested that it be self organized and work between meetings.

##### 3. MEMBERSHIP COMMITTEE

Establish this as a Standing Committee. Evron Collins (BGU) moved that the secretary/treasurer be an ex-official member. Jeff Wanser (Hiram) seconded it and the motion carried.

4. UNION LIST COMMITTEE (GPO item number printout) Coleen Parmer (BGU) moved that the document librarians be surveyed to see if they are interested. This survey can be put into the newsletter. The results of the survey can be used to determine if this committee needs to continue.

5. GODORT UNION LIST DIRECTORY COMMITTEE- disband.

6. STATE PLAN REVISION- tabled until the fall meeting.

7. INTERNET SURVEY COMMITTEE- disband.

#### 8. OHIO GODORT ELECTRONIC BULLETIN BOARD COMMITTEE

It was suggested to get it off of the Cleveland Freenet and move it someplace else that has easier public access.

##### 9. COMMITTEE FOR RESOURCE SHARING

Establish this as a Standing Committee. Change its charge to now include the Internet Buddy System.

##### 10. COMMITTEE ON THE FUTURE OF DEPOSITORIES

Change its title to LEGISLATIVE ACTION STANDING COMMITTEE. Its new structure won't have permanent members, just a chair. The chair will activate the committee when needed. It won't be a regularly reporting committee.

11. COMMITTEE ON ACCESS TO STATE GOVERNMENT INFORMATION AND PUBLICATIONS. Establish as a Standing Committee.

12. COMMITTEE TO INVESTIGATE PARTICIPATION IN OHIO STATE FAIR-disband.

13. Proposed new committee:

##### STANDING COMMITTEE ON THE NEWSLETTER

Chair:

Members: Margie Powell, Cynthia Hall, Karen Kimber; Charge: assist the editor with the newsletter  
Formation Date: 5/20/94

#### NEW BUSINESS

Rosemary Harrick (KSU) reported on a local government documents group for congressional district 14, called SU-PORT (for Summit and Portage Counties). She shared a brochure by the group, that advertised the depository libraries in the district.

Rosemary also reported on the Northeast Ohio Government Documents Group spring meeting. She had hosted the meeting and had enjoyed comments on a display that was done by Kent State documents librarians, about the new CIS Government Periodical Index. She offered the components of the display to anyone interested in borrowing it.

Location for the fall GODORT meeting were discussed. Several places were volunteered, University of Cincinnati, Cincinnati Public, and Wright State (Dayton). It was decided to have it at Wright State.

Karen Kimber passed the files official to the new president, Cheryl Paine (Mount Union) and the meeting was adjourned.

Respectfully submitted,  
Lynn Lenart  
Secretary/Treasurer

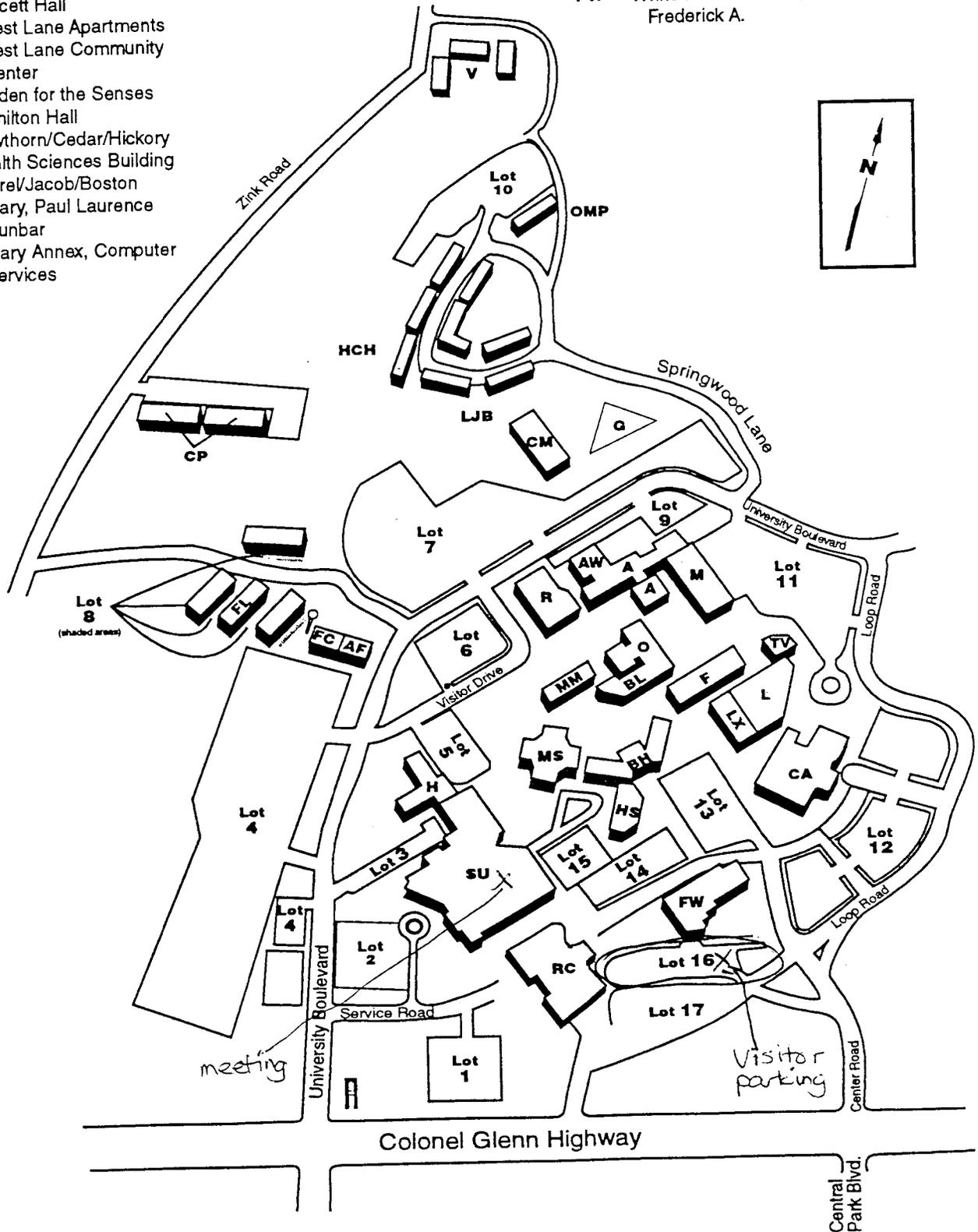
# Wright State University Campus Map

## Buildings

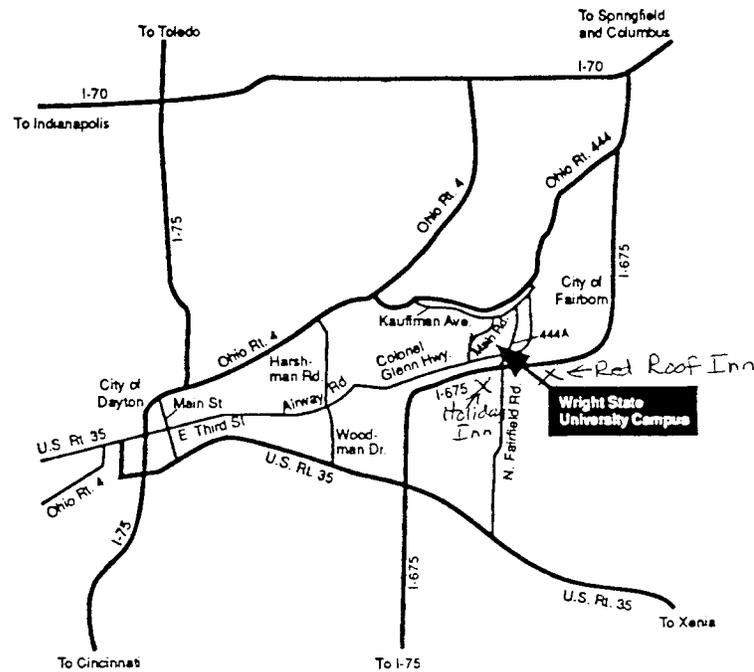
- AW** Administrative Wing
- A** Allyn Hall  
Allyn Hall Lounge  
(food service), 1st floor
- AF** Alumni/Foundation Building
- BH** Biological Sciences Building
- BL** Brehm Laboratory
- CM** Campus Ministry Center
- CP** College Park Apartments
- CA** Creative Arts Center  
Music Library
- F** Fawcett Hall
- FL** Forest Lane Apartments
- FC** Forest Lane Community  
Center
- G** Garden for the Senses
- H** Hamilton Hall
- HCH** Hawthorn/Cedar/Hickory
- HS** Health Sciences Building
- LJB** Laure/Jacob/Boston
- L** Library, Paul Laurence  
Dunbar
- LX** Library Annex, Computer  
Services

- MM** Mathematical and  
Microbiological  
Sciences
- MS** Medical Sciences Building  
Fordham Health Sciences  
Library, 1st floor
- M** Millett Hall  
Bicycle Shop (food  
service), basement  
Educational Resource  
Center, 2nd floor

- OMP** Oak/Maple/Pine
- O** Oelman Hall
- R** Rike Hall  
Media/Video Services,  
basement
- RC** Russ Engineering Center,  
Fritz and Dolores
- SU** Student Union  
Bookstore, E182
- TV** Television Center
- V** The Village Apartments
- FW** White Health Center,  
Frederick A.



## Principal Routes to Wright State University



## Directions to Wright State University

### From East or West Dayton

I-70 to I-675 south to Fairfield Road (Exit 17). Turn right at light onto Fairfield Road. Turn left at next light onto Colonel Glenn Highway. Go to second stop light (University Blvd). Turn right at "Bell Tower" and follow signs to visitor parking lot (free)

### From North of Dayton

I-75 south to I-70 east to I-675 south. Then follow directions above.

### From South of Dayton

I-75 north to I-675 north to Colonel Glenn Highway (exit 15), turn left at Colonel Glenn, go to main entrance of WSU. At "Bell Tower" turn left onto University Boulevard and follow signs to visitor parking lot (free)