FedDocArc Project

UC Libraries Federal Documents Archive (FedDocArc) Project

Summary

In September 2014 the UC Libraries endorsed the "UC Federal Documents Archive: Report and Recommendations" and approved implementation of the first two phases for the creation of a shared UC archive of US federal government documents to create a more coherent and coordinated collection, improve access through increased digitization, and regain shelf space from unnecessary duplication. FedDocArc is designed as a persistent archive that consists of one print and one digital copy of all US federal government documents owned by the UC Libraries. Print copies may be shelved at a UC Regional Library Facility or a UC campus library; all print copies will be available to library patrons as "library use only." Digital copies will be preserved in and accessible through the HathiTrust repository. In December 2014, CoUL charged the FedDocArc Implementation Oversight Team to undertake this project. FedDocArc reports to CoUL via the UC Direction and Oversight Committee (DOC).

The project is designed in phases: Phase One formally designates one print copy of each title and volume shelved at an RLF as the foundation for the shared print archive; Phase Two ensures a complementary digital copy of all items designed as part of the archive is available; and Phase Three identifies print holdings shelved on campuses across the UC Libraries to formally designate as part of the archive, and ensures a digital copy is also made available. After completion of those actions, Phase Four focuses on new federal government information we acquire in any format, as well as previously acquired non-print formats and born digital publications (if desired).

Background Documentation

UC Federal Documents Archive Charge (2013)

UC FedDocArc Recommendations (2014)

UC FedDocArc Implementation Oversight Team Charge (2014)

Update December 2014

Update May 2015

Update November 2016

UC FedDocArc Interim Report (September 2017/Approved February 2018)

Project Team

The oversight team is a small group of people who represent key aspects of the project; their appointments continue through completion of Phase Three. The membership of the team will evolve as needed, with confirmation of changes handled through DOC. Additionally, the team will be calling upon the expertise of other staff at CDL, the RLFs, and the UC Libraries -- especially members of the original project team and GILS -- as needed for specific aspects of this project.

As of October 2018, the FedDocArc Implementation Oversight Team is:

- Jesse Silva (Project Lead, GILS, UCB)
- Lynne Grigsby (Systems Lead, UCB)
- Paul Fogel (Google Books liaison, CDL)
- Tin Tran (SRLF)
- Vincent Novoa (UCR)
- Kelly Smith (UCSD)
- Antigone Kutay (UCLA)
- Elizabeth Dupuis (Project Sponsor, DOC, UCB)

In Scope

The implementation oversight team investigates issues, evaluates approaches, develops processes, and confirms procedures involved in all aspects of completing Phase One, Phase Two, and Phase Three. As the team identifies special issues they can adjust scope in consultation with DOC.

Initial work included:

- filing a Selective Housing Agreement
- confirming our disposition process with the California State Library
- implementing a system for managing large-scale offers to other CA depository libraries
- gauging the accuracy of RLF records and shelving prior to disclosure of items as shared print
- testing the workflow and procedures for items designated for Google sheet-fed digitization
- advocating for HathiTrust to provide full-text downloadable views of federal government documents
- developing the standards for disclosure for these government monographs and serials
- reviewing records to identify the copies for retention, digitization, and offers/withdrawals

- confirmation of a method for disclosures
- completion of identification and disclosure of items currently shelved at the RLFs
- confirmation of process for reviewing and handling items currently shelved at an individual UC campus (pilot with UCR)
- initial analysis of progress made and resources needed to continue the project into the next phase.

Current work focuses on identifying US federal documents held at individual campuses to:

- confirm items for addition to the shared print collection with appropriate disclosures
- send items for digitization to add to the digital collection corpus
- select items for offers/withdrawals
- Progress (aim for all to be completed before summer 2021):
  - Monographs completed at: UCR
  - Monographs nearly completed at: UCSD, UCLA, UCB
  - Monographs beginning at: UCD
  - Monographs still in queue at: UCSB, UCI (the remaining UC Libraries confirmed non participation)

The next focus would be on US federal documents cataloged as serials. Investigations underway to recommend the most efficient approach to handling this work based on our experiences with the RLF collections and the UCR pilot.

Out of Scope

FedDocArc focuses initially on US federal documents exclusively, thus does not include state or international documents. Initial review is exclusively focused on printed items; later focus (Phase Four) may deal with microformats, maps, CDs and born digital items.

Deliverables

In September 2017, the oversight team submitted an interim report with an assessment of the project and recommendations for next steps. The report was reviewed and approved by the Direction and Oversight Committee (DOC) and the Council of University Librarians (CoUL) with a final version shared with UC Libraries in February 2018. Work the individual UC campus libraries continues. Updates will continue to be provided on an annual basis. Significant new recommendations will be drafted as proposals for discussion with DOC and CoUL.

Fiscal Considerations

Initial resources for the pilot phases are being provided by current staffing at UCB, NRLF, and SRLF to enable the oversight team to better understand the type and scope of work involved and resources required to create the best lightweight implementation of the creation of the archive while also ensuring a quality result for the UC Libraries. If additional resources are required, those will be documented and requested through DOC.

Schedule Impacts

The project began in December 2014. Phase One spanned January 2015 – September 2017. Phase Two began June 2015 and some UC Libraries continue to send items for digitization which are contributed to HathiTrust and designated as federal documents. Phase Three began in September 2015 with a pilot at UCR; projects are also underway with UCSD, UCB, UCLA, and UCD. A proposed plan estimated monographs could be completed in 2021, with serials completed a few years later. The serials work has proven to be even more complex so the oversight team has brainstormed other approaches for more efficiently handling that work. This schedule is impacted by the availability of Berkeley's programmer staff to contribute to this project, the availability of RLF staff in light of other CoUL-approved projects happening simultaneously at the RLFs, the speed with which a campus can conduct its review and deposit items to an RLF, complications in comparison of records/holdings across campuses, logistics to be coordinated with CDL and Google, and the SILS implementation plans.

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