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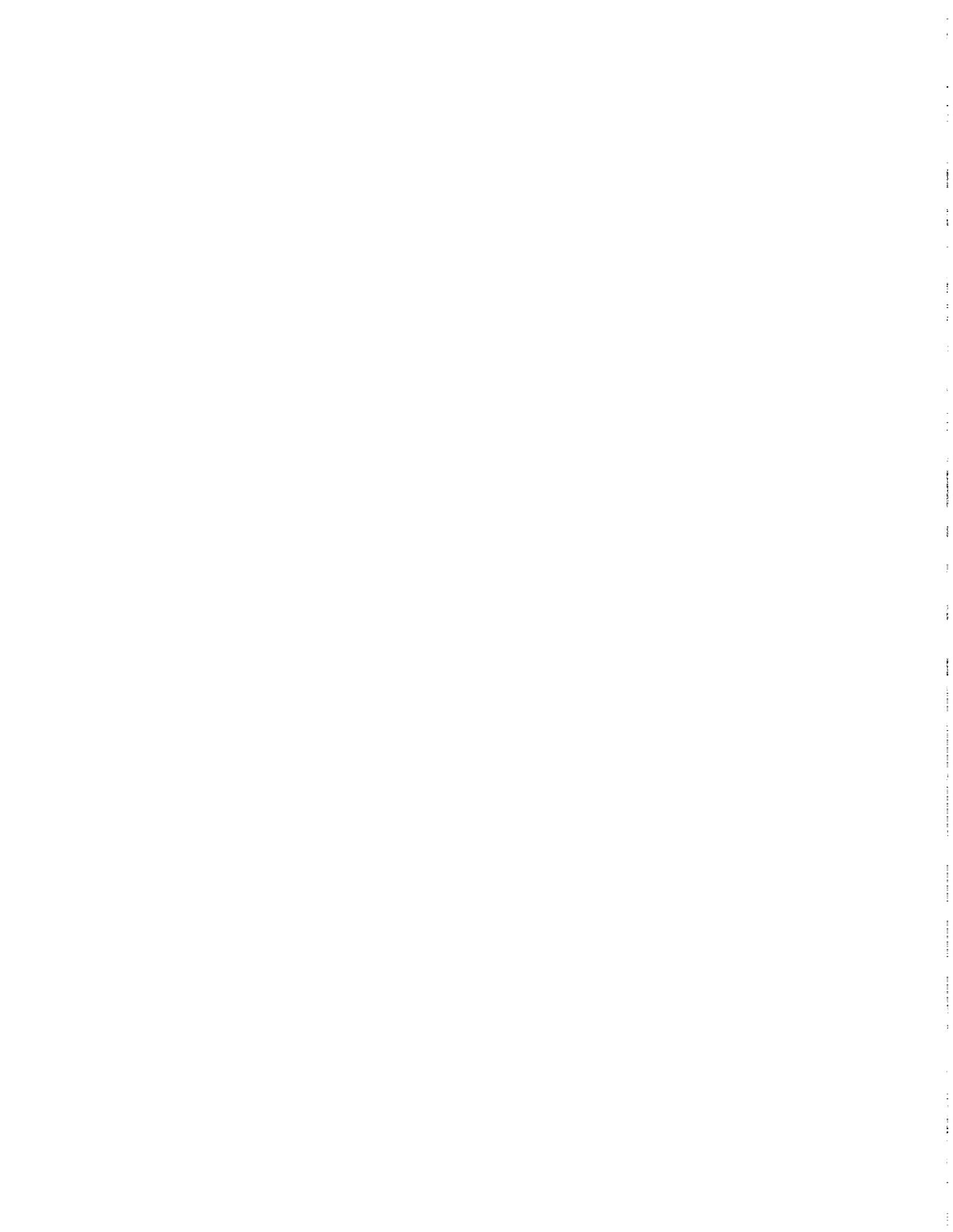
**Report To The Chairman,
Joint Committee On Printing**

**Depository Librarians' Views On
GPO's Administration Of The
Depository Library Program**

At the request of the Joint Committee on Printing, GAO studied the Government Printing Office's Depository Library Program in 1983. As part of that effort, GAO sent a questionnaire to depository librarians. This report summarizes their responses.



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UNITED STATES GENERAL ACCOUNTING OFFICE
WASHINGTON, D.C. 20548

ACCOUNTING AND FINANCIAL
MANAGEMENT DIVISION

B-214852

The Honorable Augustus F. Hawkins
Chairman, Joint Committee on Printing
Congress of the United States

Dear Mr. Chairman:

This report summarizes the views of depository librarians on the Government Printing Office's (GPO's) depository library program as obtained from a questionnaire we administered. The questionnaire was developed to obtain background information for our response to the former Chairman's February 10, 1983, request for a comprehensive audit of the depository library program as administered by the Superintendent of Documents.

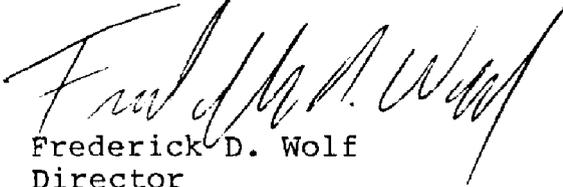
The objective of our questionnaire was to obtain the librarians' views on GPO's administration of the depository library program. We mailed the questionnaire to the total universe of 1,382 depository libraries in July 1983 and received 1,246 completed questionnaires for a response rate of 90 percent.

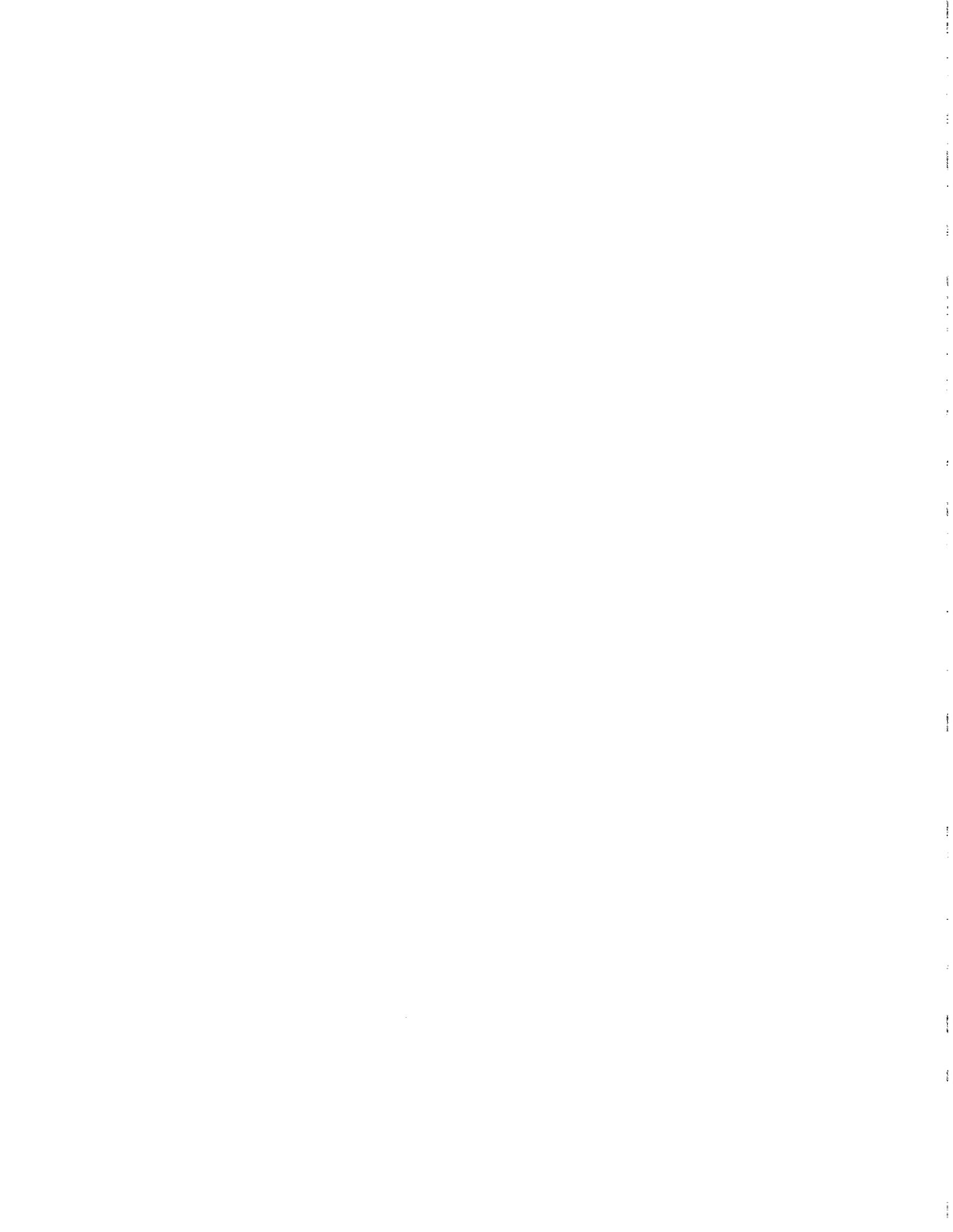
Appendixes include:

- I. "Librarians' Views on GPO's Depository Library Program" which discusses the librarians' responses to the individual questions, includes tables reflecting these views, and summarizes the librarians' narrative comments.
- II. "Survey of Depository Libraries' Views Concerning GPO's Depository Library Program", the actual questionnaire, which notes the librarians' responses to each question.

As arranged with your office we are sending a copy of this report to the Public Printer. We appreciate the efforts of your staff, the Public Printer, and GPO personnel in providing information that helped in developing the questionnaire.

Sincerely yours,


Frederick D. Wolf
Director



LIBRARIANS' VIEWS ON GPO'S DEPOSITORY LIBRARY PROGRAM

In July 1983, we conducted a survey of the 1,382 libraries in GPO's Depository Library Program as part of our review of the management and operational efficiency of the GPO Depository Library Program. The purpose of the survey was to obtain information on the libraries' views on GPO Depository Library Program and the service it provides to them. A mail-out questionnaire was used to ask the depository libraries questions regarding 1) their library size and type 2) the current service GPO provides for document distribution 3) the service the libraries receive on other documents, such as maps or soil surveys 4) GPO's cataloging and 5) the format of the Monthly Catalog. We received 1,246 completed questionnaires for a response rate of 90 percent. (For a copy of the questionnaire, see app. II).

CHARACTERISTICS OF THE DEPOSITORY LIBRARIES

Of the 1,382 libraries in GPO's Depository Library Program, 50 are regional depository libraries (libraries required by Title 44 to receive all documents GPO publishes under its Depository Library Program) and the other 1,332 libraries are selective depository libraries (libraries which do not receive all documents GPO publishes under the program, but do select those they think would interest their users).

Of the libraries that responded to our survey, 47 were regional depository libraries, 1,194 were selective depository libraries and the remaining five did not indicate whether they were regional or selective depository libraries.

The librarians were asked to indicate what type best described their library, such as academic library, court library, or public library. Most of the libraries (57 percent) indicated they were an academic library. Public library was the next largest type of library with 20 percent in this category. The table below shows the different type of libraries responding to our survey.

Table 1Type of Library

<u>Library type</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Academic library	706	56.7
Public library	250	20.1
Law school library	125	10.0
State library agency	45	3.6
Court library	45	3.6
Federal agency library	43	3.5
Other	30	2.4
No answer	2	.2
Total	<u>1,246</u>	<u>100.0</u>

One of the best indicators for measuring the size of a library is the number of volumes a library has. Therefore, we asked the depository libraries how many volumes their libraries had and learned that the size of these depository libraries ranged from libraries with less than 50,000 volumes to libraries with more than four million volumes. Over half the libraries had between 100,000 and 500,000 volumes including paper and microfiche.

Table 2Size of Library

<u>Number of volumes</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Less than 50,000	74	5.9
50,000 to 99,999	125	10.0
100,000 to 199,999	299	24.0
200,000 to 499,999	342	27.4
500,000 to 999,999	188	15.1
1,000,000 to 3,999,999	178	14.3
4,000,000 or more	34	2.7
No answer	6	.5
Total	<u>1,246</u>	<u>100.0</u>

GPO has about 5,500 item numbers or types of documents available for selection. We asked these librarians to estimate how many item numbers they selected from the Depository Library Program. Only the selective depository libraries were considered because the regional libraries are required to get every item. The librarians' answers ranged from 16 selections to 5,500 selections. On the average, these selective depository libraries selected 1,617 item numbers or types of documents from the Depository Library Program.

LIBRARIANS' VIEWS ON GPO'S
DOCUMENT DISTRIBUTION SERVICE

The librarians were asked a series of questions on how well GPO filled orders. Specifically, we sought to determine if the GPO shipments contained

- the correct number of documents,
- extra documents (documents the depository library had not requested but still received), or
- "missing" documents (documents the library had requested but did not receive).

We also sought to determine how librarians felt about the distribution of the documents, the quality of the microfiche GPO distributes, and the process of selecting documents.

Extra documents versus "missing" documents

Most of the selective depository librarians said they rarely received an extra paper or microfiche document that they had not requested. About 50 percent indicated they never received extra paper documents in shipments or received them less than once per month. About 56 percent indicated they never received extra microfiche documents in shipments or received them less than once per month.

Table 3Number of Times Per Month Libraries Received Documents
They Had Not Requested

<u>Times per month</u>	<u>Libraries receiving paper documents</u>		<u>Libraries receiving microfiche documents</u>	
	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>
25 or more	18	1.5	15	1.3
10 to 24	34	2.8	36	3.0
5 to 9	77	6.4	81	6.8
1 to 4	461	38.4	363	30.3
Less than once	483	40.3	513	42.8
Never	102	8.5	154	12.8
No answer	<u>24</u>	<u>2.0</u>	<u>37</u>	<u>3.0</u>
Total	<u>1,199</u>	<u>100.0</u>	<u>1,199</u>	<u>100.0</u>
Not applicable ^a	<u>47</u>		<u>47</u>	
Total	<u>1,246</u>		<u>1,246</u>	

^aThe figures include the regional depository libraries, which do not select documents because they are supposed to receive everything.

Librarians experienced more problems by not receiving documents they had requested than by receiving extra documents. "Missing" paper documents were more of a problem than "missing" microfiche. About 39 percent of the depository libraries said paper documents were missing from their shipments about 1 to 4 times a month. Another 26 percent said paper documents were missing from their shipments 5 or more times a month. With respect to microfiche, about 34 percent of the libraries did not receive microfiche they had selected about 1 to 4 times a month. Another 19 percent of the libraries did not receive microfiche they had selected 5 or more times per month. Table 4 shows the number of times per month that depository libraries did not receive paper or microfiche documents in their shipments.

Table 4

Number of Times Per Month Selected Documents
Were Missing From Shipment

<u>Times per month</u>	<u>Libraries missing paper documents</u>		<u>Libraries missing microfiche documents</u>	
	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>
25 or more	6	.5	7	.6
10 to 24	91	7.3	60	4.8
5 to 9	232	18.6	166	13.3
1 to 4	483	38.8	422	33.9
Less than once	312	25.0	369	29.6
Never	92	7.4	181	14.5
No answer	30	2.4	41	3.3
Total	<u>1,246</u>	<u>100.0</u>	<u>1,246</u>	<u>100.0</u>

Distribution of documents

Next we asked questions regarding the timeliness and efficiency of the document distribution. Specifically, we asked if the documents were distributed on time. Also we wondered if a document was missing from a shipment did GPO follow up and provide that document later to the library. And finally we wondered if the microfiche documents libraries received were in the most efficient format for a library.

We asked librarians how many times per month slowness in receiving a document from GPO had caused problems, such as not being able to handle a user's request promptly. Almost 60 percent of the libraries reported GPO had never been slow in distributing the documents or had been slow less than once a month. Another 30 percent of the libraries said GPO had been slow 1 to 4 times a

month. And almost 11 percent of the libraries indicated GPO had been slow 5 to 25 or more times a month.

Table 5

Number of Times Per Month GPO's Slowness in Distributing Documents Kept the Library From Helping the User Promptly

<u>Times per month</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
25 or more	11	.9
10 to 24	32	2.6
5 to 9	90	7.2
1 to 4	367	29.5
Less than once	564	45.3
Never	165	13.2
No answer	17	1.4
Total	<u>1,246</u>	<u>100.0</u>

Results from our next question showed that "missing" documents were little or no problem. When requested documents are not received in a shipment ("missing" document), the libraries can submit a claim to GPO for the documents. We asked libraries how often, if at all, the failure to receive a claimed document from GPO causes the libraries a problem. Over 80 percent of the libraries said they never or rarely (less than once per month) experienced problems because GPO had failed to provide the claimed document.

Table 6

Number of Times Per Month Libraries Experience Problems Because GPO Failed to Provide a Claimed Document

<u>Times per month</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
10 or more	5	.4
5 to 9	27	2.2
1 to 4	183	14.7
Less than once	716	57.5
Never	283	22.7
No answer	32	2.6
Total	<u>1,246</u>	<u>100.0</u>

We learned from our final question on document distribution that GPO had distributed some documents in a microfiche format which was not in the libraries' or the users' best interests. Forty-four percent of the libraries said they had experienced great

problems receiving certain serials in microfiche when all other issues of the serial had been in paper. This presented a problem for the libraries since the serials then could not be stored together and a problem for the users since the serials were difficult to use simultaneously.

Table 7

Extent of Problem Libraries
Experience When Serials Are in Microfiche
And Previous Editions of the Serial Are in Paper Format

<u>Extent of problem</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Great	548	44.0
Moderate	216	17.3
Some	168	13.5
Little to none	270	21.7
No answer	44	3.5
Total	<u>1,246</u>	<u>100.0</u>

Quality of microfiche

With respect to the quality of the microfiche, we asked the libraries how many microfiche documents were physically damaged, or had poor readability, inadequate or inaccurate header information, or illegible headers. The majority of the libraries found the microfiche in good condition. The following table shows how many times per month the libraries received microfiche of poor quality.

Table 8

Number of Times Per Month Libraries Receive
Microfiche of Poor Quality

Times per month	Physically damaged		Poor readability		Inadequate header Information		Inaccurate header Information		Illegible headers	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
5 or more	41	3.3	103	8.2	165	13.3	180	13.7	40	3.2
1 to 4	107	8.6	241	19.3	232	18.6	277	22.2	126	10.1
Less than once	454	36.4	558	44.8	434	34.8	421	33.8	491	39.4
Never	609	48.9	298	23.9	378	30.3	341	27.4	550	44.1
No answer	35	2.8	46	3.7	37	3.0	37	3.0	39	3.1
Total	<u>1,246</u>	<u>100.0</u>	<u>1,246</u>	<u>100.0</u>	<u>1,246</u>	<u>100.0</u>	<u>1,246</u>	<u>100.0</u>	<u>1,246</u>	<u>100.0</u>

The process for selecting documents

As mentioned earlier, selective depository libraries select the documents they receive from GPO while regional depository libraries are required to receive all documents distributed under GPO's Depository Library Program. The next questions on the selection process were limited to the 1,194 selective depository libraries.

Selection of items had created a problem for about half of the selective depository librarians. That is, the number of item numbers needed for selectivity was not enough. Once items were selected, these librarians had difficulty receiving the items. Over 55 percent of the selective depository librarians said they were dissatisfied with the length of time between item selection and the receipt of the item.

The selective depository librarians were asked whether the Superintendent of Documents, GPO (SuDoc) classification number could be used for selection instead of item numbers. Although the opinion of the librarians varied, more librarians agreed than disagreed with this proposal. About 45 percent of the selective depository librarians said they agreed GPO could eliminate item numbers and instead make each class stem a new basis for selection. About 36 percent disagreed with this proposal. The following table shows how the librarians viewed this proposal.

Table 9

Librarians' Views on Proposal: GPO Could Eliminate Item Numbers and Make Each Class Stem a New Basis for Selection

<u>Type of response</u>	<u>Libraries^a</u>	
	<u>Number</u>	<u>Percent</u>
Agree	543	45.5
Disagree	431	36.1
Neither	199	16.7
No answer	<u>21</u>	<u>1.8</u>
Total	<u>1,194</u>	<u>100.0</u>

^aOnly selective depository libraries are included because only they participate in the selection process.

Both regional and selective depository libraries were asked if the SuDoc class stem (e.g. GA1.13:) could be simplified because both kinds of libraries at times refer to documents by that number. Specifically, we asked how many libraries would favor GPO assigning publications a SuDoc class stem that remains the same regardless of changes that occur in the agency. Most librarians preferred a simpler classification system that would not change every time agency changes occur. Over 60 percent of the libraries agreed that GPO should assign publications a SuDoc class stem that remained the same. These views are shown in the following table.

Table 10Librarians' Views on Proposal: GPO Should Assign
Publications SuDoc Class Stems That Remain the Same

<u>Type of response</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Agree	766	65.4
Disagree	248	21.2
Neither	136	11.6
No answer	<u>21</u>	<u>1.8</u>
Total	<u>1,171</u>	<u>100.0</u>
Not appliable (do not use SuDoc numbers)	<u>75</u>	
Total	<u>1,246</u>	

LIBRARIANS' VIEWS ON OTHER DOCUMENTS

We sought to determine the librarians' views on documents other than the standard publications, such as 1) those documents not offered through the GPO Depository Library Program, 2) geographically specific material like material from the U.S. Census or U.S. Geological Survey and 3) GPO's newly expanded map service.

Documents not offered by GPO Depository Library Program

Ninety percent of the libraries had received user requests for documents not offered through GPO's Depository Library Program and about 50 percent of the libraries had at least one user request a month for these documents.

Most (53 percent) of the libraries which had requests for documents not offered through GPO's program did not try to obtain the document from GPO. Eighty-three percent of those libraries which did request a document said GPO made the documents available only sometimes or rarely.

To determine how libraries generally get documents not offered through GPO's Depository Library Program, we asked the libraries to enter the percentage of time they obtained the document from another source such as another library, member of Congress, or agency. Answers varied depending on whether librarians were obtaining the document for their own collection or for users. About 37 percent of the time, libraries which needed the document for its own collection obtained the document through the GPO sales program.

When the document was needed by a user, the libraries tried to obtain the document about 48 percent of the time by borrowing it through interlibrary loan. The following table shows the different ways the libraries tried to obtain the document and the average percent of time that the libraries tried each method.

Table 11

Methods Used by Librarians to Obtain Documents not Offered
Through GPO Depository Library Program

<u>Method used to obtain documents</u>	<u>Average percent of time librarians used method</u>	
	<u>For library's own collection</u>	<u>For users</u>
Borrow through interlibrary loan	8.3	47.5
Contact member of Congress or committee	8.6	5.4
Contact the agency	18.5	9.0
Obtain from GPO sales program	37.3	12.6
Obtain them from a commercial source	9.4	3.6
Obtain from Documents Expediting Project (Library of Congress Subscription Service)	4.5	1.6
Refer to other sources	6.4	15.8
Unable to obtain	<u>6.9</u>	<u>4.5</u>
Total	<u>100.0</u>	<u>100.0</u>

Geographically specific material

Currently, regional depository libraries are required by Title 44 to keep all geographically specific material, such as statistical material, maps, agriculture surveys, and flood studies. Over 80 percent of the libraries favored a change in the Title 44 requirement.

The librarians were asked to comment on three suggested methods for keeping these materials. The present method, in which regional depositories keep this material for the entire country, was favored by only 14 percent of the libraries.

The second method, favored by 32 percent of the libraries, would require regional libraries to keep the material only for the state where they were located, with an option of keeping more material.

The third method was favored by more than half the libraries. Under this method the regional depository libraries would keep the material only for their region of the country with an option of keeping more material. (We also looked at these results by type of

library, regional versus selective, and found no significant difference in how they responded.) The results are presented in the following table.

Table 12

Methods Advocated for Keeping Geographically Specific
Materials at Regional Depository Libraries

<u>Method advocated for keeping materials</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Keep material for the entire country (present method)	175	14.0
Keep material for the state only, with option of keeping more material	399	32.0
Keep material for their region of the country with option of keeping more material	644	51.7
No answer	<u>28</u>	<u>2.2</u>
Total	<u>1,246</u>	<u>100.0</u>

To get some idea of the need for libraries to keep some geographically specific material, we asked the librarians to indicate how often they received requests for U.S. Bureau of the Census material, U.S. Geological Survey maps, soil surveys, and flood insurance studies. Material from the four categories was divided into two types--material that covered areas outside the library's own state and areas outside the library's own region.

Most libraries did receive requests for U.S. census materials on areas outside the library's state or outside the library's region; but the same was not true of U.S. Geological Survey maps, soil surveys or flood insurance studies. Libraries in our survey indicated little interest in this latter material.

The following table shows how often libraries received requests for these materials.

Table 13

Frequency of Requests Received by Libraries
For Geographically Specific Material

<u>Type of material</u>	<u>Libraries receiving requests</u>								<u>Total</u>
	<u>Frequently</u>		<u>Occasionally</u>		<u>Seldom</u>		<u>No answer</u>		
	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>	
U.S. census material:									
Outside									
the state	493	39.6	347	27.8	391	31.4	15	1.2	1,246 100.0
Outside									
the region	375	30.1	362	29.1	490	39.3	19	1.5	1,246 100.0
U.S. Geological Survey maps:									
Outside									
the state	256	20.5	278	22.3	684	54.9	28	2.2	1,246 100.0
Outside									
the region	205	16.4	237	19.0	772	62.0	32	2.6	1,246 100.0
Soil surveys:									
Outside									
the state	88	7.0	142	11.4	994	79.8	22	1.8	1,246 100.0
Outside									
the region	68	5.5	117	9.4	1,038	83.3	23	1.8	1,246 100.0
Flood Insurance studies:									
Outside									
the state	3	.3	51	4.1	1,169	93.8	23	1.8	1,246 100.0
Outside									
the region	3	.2	36	2.9	1,183	94.9	24	1.9	1,246 100.0

GPO's expanded map service

Although GPO is expanding the types of maps available to the depository libraries, the librarians expressed little interest in maps other than U.S. Geological Survey or Bureau of the Census maps. In our questionnaire, we listed 13 types of maps and asked the librarians which maps they were interested in receiving (see app. II for the list of maps). Forty-three percent of the librarians wanted U.S. Geological Survey maps and 56 percent wanted Bureau of the Census maps. For the other 11 maps, the interest ranged from only 11 percent (Tennessee Valley Authority maps) to 26 percent (U.S. Forest Service maps).

LIBRARIANS' VIEWS ON GPO CATALOGING

The following section contains the librarians' opinions about GPO's cataloging. To find out these opinions, we addressed several issues. First, we asked librarians to rate the overall quality of GPO's cataloging. Next, librarians responded to questions on GPO's descriptive cataloging and GPO's use of Library of Congress subject headings. Also librarians were asked about the use of special vocabularies, such as those found in legislative work, the Online Computer Library Center's (OCLC) cataloging, GPO's personal name authority work, and the rules to follow when cataloging documents. The issue of cataloging scientific and technical documents also was addressed. We asked how librarians felt about the components of the Monthly Catalog.

Finally, we asked about specific cataloging procedures--whether GPO should set priorities when cataloging items and, if so, what items should be expedited. The librarians also were asked about GPO's current method of cataloging items when OCLC had already created a catalog record for the item.

Overall quality of cataloging

Librarians in our survey showed very little displeasure with GPO's cataloging. In fact, over 70 percent of the libraries gave a good rating to the quality of GPO's cataloging as found in the Monthly Catalog's subject headings, authority work, main entries,

added entries, and other access points. The following table shows how highly the librarians rated the quality of GPO's cataloging.

Table 14

Librarians' Views on the Quality
Of GPO Cataloging in Selective Areas

Selective cataloging areas:	<u>Libraries rating</u>								Total	
	<u>Good</u>		<u>Neither good nor poor</u>		<u>Poor</u>		<u>No answer</u>			
	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>
Subject	977	78.4	180	14.4	57	4.6	32	2.6	1,246	100.0
headings										
Authority	942	75.6	217	17.4	36	2.9	51	4.1	1,246	100.0
work										
Main entries	1,025	82.3	155	12.4	28	2.3	38	3.0	1,246	100.0
Added entries	948	76.0	225	18.1	32	2.5	41	3.3	1,246	100.0
Other access points	889	71.3	246	19.7	41	3.3	70	5.6	1,246	100.0

Descriptive cataloging

With respect to descriptive cataloging, we asked whether GPO should 1) add more information, 2) keep the descriptions the same, or 3) make the descriptions shorter. About two-thirds of the librarians thought GPO's descriptive cataloging should remain the same. Fifteen percent thought GPO should add more information in its descriptive cataloging. Another 15 percent thought GPO should make the descriptive cataloging shorter. (Four percent did not answer the question.)

Library of Congress subject headings

Librarians in our survey generally wanted GPO to continue using Library of Congress subject headings, but to make the subject headings more specific. An overwhelming majority, over 90 percent of the librarians, thought GPO should continue to use Library of Congress subject headings. About 53 percent of the librarians thought GPO should use more specific Library of Congress subject headings.

GPO's use of special vocabularies

Almost one out of three librarians was undecided when asked if GPO should use scientific and technical vocabularies and about one out of three was undecided when asked if GPO should use legislative information vocabularies. For both of these special vocabularies, more librarians said GPO should use the vocabularies than not. However, because of the large number of undecided librarians, no clear opinion can be stated.

Use of OCLC for cataloging

Our survey asked about the type of impact on the libraries if GPO developed an in-house cataloging system and withdrew from OCLC. A majority of the librarians said if this happened the libraries would experience a negative impact. Over 60 percent of the librarians thought GPO should not withdraw from OCLC. About one third said if GPO should drop OCLC and perform the cataloging in-house it would have little or no impact on their libraries. The following table illustrates this point.

Table 15

Impact on Libraries if GPO Dropped
OCLC and Developed In-House Cataloging System

<u>Impact on libraries</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Positive impact	56	4.4
Little or no impact	406	32.6
Negative impact	761	61.1
No answer	23	1.8
Total	<u>1,246</u>	<u>100.0</u>

We also looked at these results based on the size of the library. Generally the larger the library, the more often libraries said GPO should not drop OCLC and develop its own in-house cataloging. Of those libraries responding to the question, 26 percent of the smaller libraries with less than 50,000 volumes felt this would

have a negative impact compared with about 71 percent of the larger libraries with one million or more volumes. The table below illustrates this point.

Table 16

Impact on Different Size Libraries if GPO Dropped
OCLC and Developed In-House Cataloging System

Impact on Library	Size of library							
	Less than 50,000 volumes		50,000 to 199,999 volumes		200,000 to 999,999 volumes		1,000,000 or more volumes	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Positive Impact	2	2.7	11	2.6	34	6.4	9	4.2
Little or no impact	52	70.3	165	38.9	142	26.8	47	22.2
Negative Impact	19	25.7	238	56.1	347	65.5	151	71.2
No answer	1	1.4	10	2.4	7	1.3	5	2.4
Total ^a	<u>74</u>	<u>100.0</u>	<u>424</u>	<u>100.0</u>	<u>530</u>	<u>100.0</u>	<u>212</u>	<u>100.0</u>

^aSix did not answer the question on the size of their library, and are not included in this table.

Personal name authority work

Almost half of the librarians said a negative effect would result if GPO discontinued its personal name authority work. But 48 percent of the librarians thought GPO could discontinue its personal name authority work and the libraries would not notice a difference (only a little or no impact would be felt). Another 4 percent thought the libraries would experience a positive impact if GPO dropped this work.

Table 17

Impact on Libraries if GPO
Discontinued Personal Name Authority Work

<u>Impact on libraries</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Positive impact	48	3.8
Little or no impact	597	47.9
Negative impact	587	47.1
No Answer	14	1.1
Total	<u>1,246</u>	<u>100.0</u>

Again, we looked at these results based on the size of the library and found the larger the library the more the libraries thought GPO should not discontinue its personal name authority work. Of those responding to the question, 27 percent of the smaller libraries with less than 50,000 volumes felt if GPO discontinued its personal name authority work it would have a negative effect on their libraries. For the larger libraries with over one million volumes about 55 percent felt their libraries would experience a negative impact.

Table 18

Impact on Different Size Libraries if GPO
Discontinues Personal Name Authority Work

<u>Impact on libraries</u>	<u>Size of library</u>							
	<u>Less than 50,000 volumes</u>		<u>50,000 to 199,999 volumes</u>		<u>200,000 to 999,999 volumes</u>		<u>1,000,000 or more volumes</u>	
	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>
Positive Impact	2	2.7	12	2.8	29	5.5	5	2.4
Little or no impact	51	68.9	230	54.2	225	42.5	88	41.5
Negative Impact	20	27.0	173	40.8	274	51.7	117	55.2
No Answer	1	1.4	9	2.1	2	.4	2	.9
Total ^a	<u>74</u>	<u>100.0</u>	<u>424</u>	<u>100.0</u>	<u>530</u>	<u>100.0</u>	<u>212</u>	<u>100.0</u>

^aSix libraries did not answer the question on the size of their library and they are not included in the table.

Level of cataloging rules

Anglo-American Cataloging Rules, Second Edition (AACR2) has 3 levels of cataloging--Level 1 (minimal level cataloging), Level 2, and Level 3 (highest level). GPO currently uses Level 3 cataloging.

About half the librarians thought GPO could use Level 2 and the information in the cataloging records still would be sufficient for the libraries' referencing needs. We also asked if Level 1 would suffice for the librarians' referencing needs and over 60 percent of the librarians said Level 1 was not sufficient. The results of our survey are illustrated in the following table.

Table 19

Will Level 1 or Level 2 Cataloging
Suffice for Reference Purposes?

<u>Response</u>	<u>AACR2 Level 1</u>		<u>AACR2 Level 2</u>	
	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>
Yes	240	19.3	619	49.7
Undecided	152	12.2	140	11.2
No	792	63.6	419	33.6
No answer or don't know	62	5.0	68	5.5
Total	<u>1,246</u>	<u>100.0</u>	<u>1,246</u>	<u>100.0</u>

Scientific and technical documents

About half of the librarians said little or no problems resulted from GPO not cataloging scientific and technical documents. Only 10 percent of the librarians indicated they had great problems because these documents had not been cataloged.

Table 20

Problems Experienced by Librarians Because Scientific
And Technical Documents Are Not Cataloged

<u>Degree of problem</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Great	125	10.0
Moderate	270	21.7
Some	217	17.4
Little or no problem	609	48.9
No answer	25	2.0
Total	<u>1,246</u>	<u>100.0</u>

Although most of the librarians in our survey said they currently do not have many problems that result from GPO not cataloging scientific and technical documents, we asked the librarians to comment on seven suggested methods for cataloging these documents. The number of librarians with no opinion ranged from 16 to 28 percent. Of those that did express opinions, the views varied from strongly support to strongly oppose. These seven methods and the responses are listed in app. II.

Printed Monthly Catalog

Librarians were asked how often they had problems in accessing documents which were not cataloged in the printed Monthly Catalog. We were primarily interested in the printed Monthly Catalog because this catalog was used by most libraries.

A majority of the librarians said they had problems in accessing documents because the documents had not been cataloged in the printed Monthly Catalog. Of the 1,246 libraries, over 90 percent said they used the Monthly Catalog. Of those libraries which used the catalog, about 30 percent said they frequently experienced problems because the catalog was incomplete and over 40 percent said they occasionally experienced problems. The following table shows the frequency of this problem.

Table 21

How Frequently Libraries Experience Problems Because Printed Monthly Catalog is Incomplete

<u>Frequency</u>	<u>Libraries</u>	
	<u>Number</u>	<u>Percent</u>
Frequent	356	29.6
Occasional	496	41.2
Seldom	313	26.0
No answer	38	3.2
Total	<u>1,203</u>	<u>100.0</u>
Don't use system	43	-
Total	<u>1,246</u>	

Priorities in cataloging

We asked the librarians if GPO should set any priorities in cataloging documents. The majority of the librarians in our survey (961) indicated certain items should be cataloged before others. In our survey we then listed nine items and asked the 961 librarians to what extent they felt GPO should expedite cataloging

of each item (see app. II). Of the nine items, listed over 80 percent of the librarians felt items covered in the news media should receive the highest priority, while only 10 percent thought maps should receive the highest priority.

The table below lists the nine items in order of preference.

Table 22

Preference of Items for GPO Priority Cataloging

<u>Item</u>	<u>Expedite to a great extent</u>	
	<u>Number</u>	<u>Percent^a</u>
Items covered in the news media	785	81.7
Census publications	694	72.2
Congressional documents	626	65.1
Items for sale through GPO	566	58.9
Presidential publications	521	54.2
Library of Congress requests based on cooperative cataloging agreement with GPO	452	47.0
Scientific and technical material	234	24.3
Items not for sale through GPO	195	20.3
Maps	95	9.9

^aPercentages based on the 961 librarians who thought GPO should set priorities when cataloging.

GPO cataloging method

Sometimes, as GPO begins to catalog an item, they find OCLC already has a cataloging record for that item. Since GPO is the authority, they modify the OCLC record. In our survey we asked if librarians thought this was the best approach or would another approach be better. Specifically we asked should GPO 1) always change the OCLC record (present method), 2) change the OCLC record less often, or 3) accept the record as OCLC has it. We also gave a fourth choice for those with no opinion. Over half of the librarians said they thought GPO should always change the OCLC record. Over 26 percent said they had no opinion.

LIBRARIANS' VIEWS ON MONTHLY CATALOG

To determine how libraries regarded the Monthly Catalog, we asked questions concerning 1) the Monthly Catalog's format and size, 2) the libraries' usage of the Monthly Catalog, 3) the librarians' views comparing the Monthly Catalog with an expanded Publication Reference File (PRF) and 4) characteristics of an ideal Monthly Catalog.

Present format and size

The majority of the libraries were satisfied with both the format and the size of the Monthly Catalog. Over 75 percent of the libraries said they were satisfied with the format of the printed Monthly Catalog. Only about 14 percent of the libraries were dissatisfied with the format and the remaining 10 percent either had no opinion or were undecided.

Regarding the size of the printed Monthly Catalog, about 60 percent of the libraries said it was about right. Only about 2 percent thought the Monthly Catalog was too small. The remaining 33 percent felt that the Monthly Catalog was too large and 5 percent had no opinion.

In the questionnaire, several alternatives to the current format of the Monthly Catalog were listed (see app. II). The librarians again thought the present format more useful than the alternatives listed. Over 80 percent of the librarians thought the present format useful, while few librarians thought the alternatives were useful. Of the alternatives listed, at most, only 22 percent of the libraries felt any one of the alternatives was of great use.

Use of the Monthly Catalog

In our survey we asked what percentage of time was the Monthly Catalog used for 1) cataloging, 2) accessing current material, and 3) accessing retrospective material, compared with the PRF and other sources. When trying to access retrospective material, librarians primarily used the Monthly Catalog. When trying to access current material, librarians used the PRF about as often as the Monthly Catalog. For cataloging, the librarians used the Monthly Catalog more than the PRF, but mainly used other sources. The next table illustrates this point.

Table 23

Use of the Monthly Catalog as Compared with
The Publication Reference File (PRF) and Other Sources

<u>Sources:</u>	<u>Average percent of time libraries use sources for:</u>		
	<u>Cataloging^a</u>	<u>Accessing current material^b</u>	<u>Accessing retrospective material^c</u>
Monthly Catalog	30.2	36.9	58.9
PRF	6.5	36.7	13.7
Other	<u>63.3</u>	<u>24.4</u>	<u>27.4</u>
Total	<u>100.0</u>	<u>100.0</u>	<u>100.0</u>

^aBased on 872 libraries responding to the question.

^bBased on 1,150 libraries responding to the question.

^cBased on 1,123 libraries responding to the question.

Preference--Monthly Catalog vs. an expanded PRF

We asked the librarians in our survey if they would prefer an expanded PRF (one that includes documents other than sales documents) to the Monthly Catalog. More librarians agreed than disagreed that they would prefer an expanded PRF to the Monthly Catalog. About 42 percent of the librarians said they would prefer the PRF to the Monthly Catalog, if the PRF included documents other than sales documents. Over 33 percent of the libraries said they would not prefer the PRF to the Monthly Catalog. The remaining 24 percent were undecided or did not answer the question. Because a large percentage of librarians were undecided, we feel no clear position can be stated.

Characteristics of the ideal Monthly Catalog

In our survey we listed nine characteristics of a Monthly Catalog. We asked the librarians to indicate how important or unimportant they thought each characteristic was. All nine characteristics were thought to be important by a majority of the librarians. However, some were considered more important than others.

An overwhelming majority of librarians, over 95 percent, thought the Monthly Catalog should be current and have a complete index. Other characteristics of great importance included 1) the

Monthly Catalog should be inclusive of all documents 2) the Monthly Catalog should be cumulative, and 3) the Monthly Catalog should be easy to use (a one-step process). Almost 90 percent of the librarians considered these characteristics of great importance. The table below lists the nine characteristics in order of preference.

Table 24

Importance of Certain Characteristics in
The Monthly Catalog

Character- istics	Important		Undecided		Unimportant		No answer		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Current	1,217	97.7	7	.6	-	-	22	1.8	1,246	100.0
Complete	1,202	96.5	18	1.4	2	.2	24	1.9	1,246	100.0
Index										
Inclusive of all documents	1,148	92.1	47	3.8	23	1.9	28	2.2	1,246	100.0
Cumulative	1,108	89.0	81	6.5	28	2.3	29	2.3	1,246	100.0
Ease of using catalog (one-step process)	1,100	88.2	71	5.7	40	3.2	35	2.8	1,246	100.0
Descriptive Informa- tion about the contents of the pub- lication	941	75.6	153	12.3	127	10.2	25	2.0	1,246	100.0
Inclusive of all corpor- ate authors	795	63.8	256	20.5	169	13.5	26	2.1	1,246	100.0
Inclusive of all per- sonal authors	766	61.5	252	20.2	201	16.1	27	2.2	1,246	100.0
Short item descrip- tions	732	58.7	326	26.2	136	10.9	52	4.2	1,246	100.0

Additional comments--overall satisfactory evaluation of program

Space was provided at the end of the questionnaire for the librarians to make additional comments on the questionnaire or GPO's Depository Library Program. About 40 percent of the libraries wrote additional comments at the end of the questionnaire. Most of these additional comments restated the positions librarians had

taken on the individual questions, such as the selection process needed to be more accurate, distribution of documents had been slow, and librarians and users had difficulty when serials that had previously been sent in paper were now being sent in microfiche. However, some librarians used this as an opportunity to make an overall evaluation of the GPO Library Program that in a number of cases was favorable. For example, 33 librarians wrote that the GPO Depository Program recently had improved greatly. Twenty-six librarians thought GPO provided an essential service, and 22 librarians wrote that GPO should be commended for doing a fine job.



U.S. GENERAL ACCOUNTING OFFICE
SURVEY OF DEPOSITORY LIBRARIES' VIEWS
CONCERNING GPO'S DEPOSITORY LIBRARY PROGRAM

INTRODUCTION (Based on completed questionnaires received from 1,246 depository libraries.)

The purpose of this questionnaire is to obtain information on your library's views on the Government Printing Office's Depository Library Program and the service it provides to you as a depository library.

The questionnaire can be completed in about an hour or two. Most of the questions can be readily answered either by checking boxes or filling in blanks. Where records or figures are not readily available, we would like to have your best estimates. We would like the head of the library to review and be responsible for the questionnaire but you may want to consult with others, such as depository librarians or catalogers, for certain information.

As mentioned in our letter, this questionnaire is numbered only so we can delete your library's name from the follow-up procedure scheduled for those who do not return the questionnaire.

Throughout this questionnaire there are numbers printed within parentheses to assist our keypuncher in coding responses for computer analysis. Please disregard these numbers.

Please return the completed questionnaire in the self-addressed envelope within 10 days, if possible. If you have any questions, please contact either Rosemary Jellish at (202) 275-9029 or Debra Bell at (202) 275-6073. We appreciate your participation.

GLOSSARY OF ACRONYMS	
AACR	Anglo-American Cataloging Rules
COSATI	Committee of Scientific and Technical Information (cataloging rules)
DocEx	Documents Expediting Project (Library of Congress Subscription Service)
GPO	Government Printing Office
LC	Library of Congress
MARC	Machine Readable Cataloging (cataloging format)
OCLC	Online Computer Library Center; formerly, Ohio College Library Center (Bibliographic Utility Network)
PRF	Publications Reference File
RLIN	Research Libraries Information Network (Bibliographic Utility Network)
SuDoc	Superintendent of Documents, Government Printing Office
WLN	Washington Library Network (Bibliographic Utility Network)

A. INFORMATION ON TYPE AND SIZE OF LIBRARY

1. Is your library a selective or a regional depository library? (Check one.) (5)
- | | |
|--------|--|
| Number | 1. <input type="checkbox"/> Selective depository library |
| 1194 | |
| 47 | 2. <input type="checkbox"/> Regional depository library |
| 5 | No Answer |

2. Select the item below that best describes your library. (Check one.) (7)
- | | |
|--------|---|
| NUMBER | 1. <input type="checkbox"/> Academic library |
| 706 | |
| 45 | 2. <input type="checkbox"/> Court library |
| 43 | 3. <input type="checkbox"/> Federal agency library |
| 125 | 4. <input type="checkbox"/> Law school library |
| 250 | 5. <input type="checkbox"/> Public library |
| 45 | 6. <input type="checkbox"/> State library agency |
| 30 | 7. <input type="checkbox"/> Other (please specify.) _____ |
| 2 | No Answer |

3. Approximately how many volumes (both paper and microfiche) does your entire library have? (Check one.) (8)
- | | |
|--------|--|
| NUMBER | 1. <input type="checkbox"/> Less than 50,000 |
| 74 | |
| 125 | 2. <input type="checkbox"/> 50,000 to 99,999 |
| 299 | 3. <input type="checkbox"/> 100,000 to 199,999 |
| 342 | 4. <input type="checkbox"/> 200,000 to 499,999 |
| 188 | 5. <input type="checkbox"/> 500,000 to 999,999 |
| 178 | 6. <input type="checkbox"/> 1,000,000 to 3,999,999 |
| 34 | 7. <input type="checkbox"/> 4,000,000 or more |
| 6 | No Answer |

4. GPO has approximately 5,500 item numbers or types of documents available for selection. About how many of these item numbers has your library selected? (Enter number.)

Mean 1,755 item numbers range 16-5500 (9-12)

5. GPO sends depository libraries an average of 1,600 documents per month in paper and 3,400 per month in microfiche. Approximately how many documents in paper format and in microfiche does the library receive per month from GPO? (Enter approximate numbers.)

Mean 1. 565 paper documents (volumes) per month range 5-5400 (13-16)

Mean 2. 824 microfiche documents per month range 0-7000 (17-20)

6. GPO sends an average of about 100 shipments per month to depository libraries. Approximately how many shipments (e.g., boxes, not daily periodicals) in both paper and microfiche does your library receive from GPO each month? (Enter the approximate number.)

Mean 39 shipments per month range 1-200 (21-23)

B. CURRENT GPO DOCUMENT DISTRIBUTION SERVICE

7. FOR SELECTIVE DEPOSITORIES ONLY. (Regional depositories, skip to question 8.)

How many paper and microfiche documents, if any, do you get per month, distributed under an item number you had not selected, excluding samples? (Check one box in each row.)

	25 or more per month	10 to 24 per month	5 to 9 per month	1 to 4 per month	Less than one per month	None	No Answer
	(1)	(2)	(3)	(4)	(5)	(6)	
1. Paper	18	34	77	461	483	102	24 ⁽²⁴⁾
2. Microfiche	15	36	81	363	513	154	37 ⁽²⁵⁾

(Figures do not include the 47 regional depository libraries.)

8. For how many paper and microfiche documents, if any, do you submit a claim to GPO because a document you selected was missing from your shipment? (Check one box in each row.)

	25 or more per month	10 to 24 per month	5 to 9 per month	1 to 4 per month	Less than one per month	None	No Answer
	(1)	(2)	(3)	(4)	(5)	(6)	
1. Paper	6	91	232	483	312	92	30 ⁽²⁶⁾
2. Microfiche	7	60	166	422	369	181	41 ⁽²⁷⁾

9. Assuming GPO fills most of your claims, how are your unfilled claims handled by GPO? (Check one box in each row.)

	Very frequently	Frequently	Occasionally	Seldom	Very seldom	Not applicable (never submitted a claim)	No Answer
	(1)	(2)	(3)	(4)	(5)	(6)	
1) Claim form returned stamped "out of print-GPO"	138	207	376	113	298	83	31 ⁽²⁸⁾
2) No response received from GPO within about 3 months	8	35	160	188	652	96	107 ⁽²⁹⁾

10. How often, if at all, does failure to receive a claimed document from GPO cause you a problem, such as having to seek the document from another source? (Check one.) ⁽³⁰⁾

- Number
- 5 1. 10 or more times per month
 - 27 2. 5 to 9 times per month
 - 183 3. 1 to 4 times per month
 - 716 4. Less than once per month
 - 283 5. Never
 - 32 No Answer

11. How often, if at all, has slowness in receiving a document from GPO caused you a problem, such as being unable to handle a library user's request in a timely manner? (Check one.) ⁽³¹⁾

- Number
- 11 1. 25 or more times per month
 - 32 2. 10 to 24 times per month
 - 90 3. 5 to 9 times per month
 - 367 4. 1 to 4 times per month
 - 564 5. Less than once per month
 - 165 6. Never
 - 17 No Answer

12. To what extent, if at all, has it been a problem receiving the following categories of documents in microfiche? (Check one box in each row.)

	To a Very Great Extent (1)	To a Great Extent (2)	To a Moderate Extent (3)	To Some Extent (4)	To Little or No Extent (5)	No Answer
1) Serials when other issues of the serial are in paper	367	181	216	168	270	(32) 44
2) Publications of 14 pages or less (unless one of a series already in fiche)	26	54	116	182	801	(33) 67
3) Publications with maps or folders	111	136	177	180	568	(34) 74
4) Brochures, flyers, posters, charts	58	86	109	128	773	(35) 92
5) Publications requiring updates, inserts	271	164	154	143	445	(36) 69
6) Publications in which color or half-tones are essential to use	174	131	146	132	577	(37) 86
7) Publications of a popular nature intended for the general public	213	195	208	165	399	(38) 66
8) Standard reference works (you may list up to three where you've had problems)						
1. _____	162	77	59	27	180	(39) 741
2. _____	91	42	26	17	75	(40) 995
3. _____	56	25	23	12	103	(41) 027
9) Periodicals in a magazine or newsletter style	168	140	219	179	470	(42) 70
10) Administrative agency decisions	54	47	98	120	838	(43) 89
11) Other (please specify.) _____						(44)
_____	69	20	17	6	99	1035

13. For how many documents per month, if any, do you find microfiche with the following characteristics? (Check one box in each row.)

	25 or more documents per month (1)	10 to 24 documents per month (2)	5 to 9 documents per month (3)	1 to 4 documents per month (4)	Less than one document per month (5)	None (6)	No Answer
1) Physically damaged microfiche (e.g., bent, cut)	6	7	28	107	454	609	(45) 35
2) Poor readability (e.g., blurry, small type)	18	21	64	241	558	298	(46) 46
3) Inadequate header information	32	41	92	232	434	378	(47) 37
4) Inaccurate header information	12	53	105	277	421	341	(48) 37
5) Illegible headers	4	10	26	126	491	550	(49) 39

14. (FOR SELECTIVE DEPOSITORIES ONLY; REGIONALS, SKIP TO QUESTION 16.)
Which of the following best describes the item number breakdown for selecting documents? (Check one.) (50)

Number

- 580 1. Not enough item numbers for needed selectivity
- 513 2. About the right number of item numbers
- 48 3. Too many item numbers
- 53 No Answer (Figures include only selective depository libraries)

15. (FOR SELECTIVE DEPOSITORIES ONLY; REGIONALS, SKIP TO QUESTION 16.)
How satisfied or dissatisfied are you with the current GPO process for requesting your document selections? (Check one box in each row.)

Document selection process	Highly satisfied (1)	Satisfied (2)	Neither satisfied nor Dissatisfied (3)	Dissatisfied (4)	Very Dissatisfied (5)	No Answer
1) Frequency of periodic surveys ("PRINTOUTS")	79	556	193	284	57	(51) 27
2) Regularity of periodic surveys ("PRINTOUTS")	63	487	226	312	78	(52) 28
3) Adequacy of information on new item surveys	67	588	233	238	33	(53) 35
4) Time period between periodic survey ("PRINTOUTS") and when you start getting your new selection	17	252	212	495	188	(54) 30
5) Time period between surveys for new items and when you start getting the new items	19	343	380	346	74	(55) 32

(Figures include only selective depository libraries)

16. Do you agree or disagree that GPO should assign publications a SuDoc class stem (e.g., GA 1.13:) that remains the same no matter what changes occur in the agency? (Check one.) (56)

Number

- 75 1. Not applicable (do not use SuDOC numbers)
- 408 2. Strongly agree
- 358 3. Agree
- 136 4. Neither agree nor disagree
- 196 5. Disagree
- 52 6. Strongly disagree
- 21 No Answer

18. What, if anything, do you use an item number for? (Check all that apply.)

Number

- 492 1. Trace history of a document (58)
- 574 2. Union list of what libraries get which documents (59)
- 122 3. Keep like documents together (60)
- 1146 4. Check whether the document has been selected (61)
- 33 5. Nothing (62)
- 150 6. Other (Please specify.) _____ (63)

(Totals to more than 1,246 because libraries may check more than one box.)

17. (FOR SELECTIVE DEPOSITORIES ONLY; REGIONALS, SKIP TO QUESTION 18.)

Suggestions have been made that SuDOC classification numbers be used for selection rather than item numbers. Do you agree or disagree that GPO could eliminate item numbers and instead make each class stem a new basis for selection? (Check one.) (57)

Number

- 175 1. Strongly agree
- 368 2. Agree
- 199 3. Neither agree or disagree
- 287 4. Disagree
- 144 5. Strongly disagree
- 21 No Answer

C. OTHER DOCUMENTS

19. Approximately how often, if at all, do users request documents that GPO does not offer through the Depository Library Program? (Check one.) (64)

Number

- 39 1. 25 or more times per month
- 101 2. 10 to 24 times per month
- 129 3. 5 to 9 times per month
- 335 4. 1 to 4 times per month
- 523 5. Less than once per month
- 102 6. Never
- 17 No Answer

(Figures include only selective depository libraries.)

20. When you request a document from GPO that isn't currently offered through the Depository Library Program, how often, if at all, does GPO subsequently make it available to you through the program? (Check one.) (65)

<p>Number <u>675</u></p> <p>7</p> <p>37</p>	<p>1. <input type="checkbox"/> Not applicable, have not requested such documents</p> <p>2. <input type="checkbox"/> Always or almost all the time</p> <p>3. <input type="checkbox"/> Most of the time</p>	<p>Number <u>52</u></p> <p>247</p> <p>211</p> <p>17</p>	<p>4. <input type="checkbox"/> As often as not</p> <p>5. <input type="checkbox"/> Sometimes</p> <p>6. <input type="checkbox"/> Rarely, if ever</p> <p>No Answer</p>
---	---	---	---

21. When you have a need for Government documents not offered through the GPO Depository Library Program, how do you generally obtain them: 1) for your own collection; and 2) for users? (Enter percentages in each column.) (5) 2
(NOTE: each column should total to 100%.)

	For your own collection	For users
1. Borrow through inter-library loan	<u>8.3</u> % (6-8)	<u>47.5</u> % (30-32)
2. Contact Congressperson or committee	<u>8.6</u> (9-11)	<u>5.4</u> (33-35)
3. Contact the agency	<u>18.5</u> (12-14)	<u>9.0</u> (36-38)
4. Obtain from GPO sales program	<u>37.3</u> (15-17)	<u>12.6</u> (39-41)
5. Obtain them from a commercial source	<u>9.4</u> (18-20)	<u>3.6</u> (42-44)
6. Obtain from DocEx (Library of Congress Subscription Service)	<u>4.5</u> (21-23)	<u>1.6</u> (45-47)
7. Refer to other sources	<u>6.4</u> (24-26)	<u>15.8</u> (48-50)
8. Unable to obtain	<u>6.9</u> (27-29)	<u>4.5</u> (51-53)
TOTAL	<u>100%</u>	<u>100%</u>

22. Title 44 requires regional depositories to receive and keep geographically-specific material (such as statistical material, maps, agriculture surveys, flood studies, etc.) for the entire country.

Suggested alternatives include: regional depositories be required to keep only the material for the State where they are located, with an option of keeping more material; or regional depositories be required to keep only the material for their region of the country with the option of keeping more material. Which of the following requirements do you think is best for regional depositories? (Please keep in mind cost and space constraints. Check one box.) (54)

<p>Number <u>175</u></p> <p>399</p> <p>644</p> <p>28</p>	<p>1. <input type="checkbox"/> Keep material for the entire country</p> <p>2. <input type="checkbox"/> Keep material for their State only, with option of keeping more material</p> <p>3. <input type="checkbox"/> Keep material for their region of the country, with option of keeping more material</p> <p>No Answer</p>
--	---

23. Regardless of whether or not you get the material, how often, if ever, do you have user requests for these geographically-specific materials from States or regions of the country other than your own? (Check one box in each row.)

USER REQUESTS	Very Frequently (1)	Frequently (2)	Occasionally (3)	Seldom (4)	Very Seldom, if ever (5)	No Answer
Census materials:						
1) From other States	228	265	347	187	204	⁽⁵⁵⁾ 15
2) From other regions of the country	189	186	362	223	267	⁽⁵⁶⁾ 19
U.S. Geological Survey maps:						
3) From other States	110	146	278	207	477	⁽⁵⁷⁾ 28
4) From other regions of the country	84	121	237	243	529	⁽⁵⁸⁾ 32
Soil surveys:						
5) From other States	33	55	142	232	762	⁽⁵⁹⁾ 22
6) From other regions of the country	27	41	117	227	811	⁽⁶⁰⁾ 23
Flood insurance studies:						
7) From other States	1	2	51	163	1006	⁽⁶¹⁾ 23
8) From other regions of the country	-	3	36	145	1038	⁽⁶²⁾ 24

24. FOR REGIONAL DEPOSITORY LIBRARIES ONLY. (Selective depositories, please skip to the next question.) What would be your approximate space and dollar savings if you were required to keep only geographically-specific material from your State or region of the country? (Please fill in the feet of shelf space, number of microfiche storage drawers, and dollar savings in each row.) DUP (1-4)

(5) 3

AMOUNTS

SAVINGS	Feet of shelf space (1)	Microfiche storage drawers (2)	Dollars (3)
1) If you were required to keep only your State's materials	range 42-2500 mean 426 ⁽⁶⁻⁹⁾	range 1-11 mean 4 ⁽¹⁰⁻¹³⁾	range 500-24421 mean 5303 ⁽¹⁴⁻¹⁹⁾
2) If you were required to keep only your region's materials	range 30-2730 mean 406 ⁽²⁰⁻²³⁾	range 1-20 mean 4 ⁽²⁴⁻²⁷⁾	range 350-3000 mean 7096 ⁽²⁸⁻³³⁾

25. GPO is expanding the types of maps that will be available to depository libraries. If and when they are available, would you want the following maps from GPO in your depository library collection? (Please keep in mind cost and space constraints. Check one box in each row.)

	Definitely Yes (1)	Probably Yes (2)	Undecided (3)	Probably No (4)	Definitely No (5)	Not Applicable (already receive) (6)	No Answer
1) U.S. Geological Survey maps	344	194	104	158	235	175	(34) 36
2) Defense Mapping Agency maps	171	131	132	285	408	81	(35) 38
3) National Oceanographic and Atmospheric Administration/Weather Survey maps	99	149	190	346	390	32	(36) 40
4) National Ocean Survey maps	96	101	156	352	476	23	(37) 42
5) Bureau of Land Management maps	123	151	193	358	340	35	(38) 46
6) Bureau of Census maps	382	313	128	113	145	129	(39) 36
7) Office of the Geographer maps	120	115	296	307	351	10	(40) 47
8) Soil Conservation Service maps	122	138	188	350	372	30	(41) 46
9) Department of Energy maps	106	146	233	350	355	16	(42) 40
10) Corps of Engineers maps	99	154	182	356	398	12	(43) 45
11) Forest Service maps	142	177	178	284	355	63	(44) 47
12) Housing and Urban Development maps	92	177	261	323	344	8	(45) 41
13) Tennessee Valley Authority maps	68	65	108	350	603	12	(46) 40

D. CATALOGING

26. How do you rate the quality of GPO's cataloging (as found in the Monthly Catalog) in the following areas? (Please ignore mechanical errors such as typographical errors or misspellings.) (Check one box in each row.)

	Very good (1)	Good (2)	Neither good nor poor (3)	Poor (4)	Very poor (5)	No Answer
1. Subject headings	266	711	180	51	6	(47) 32
2. Authority work	255	687	217	29	7	(48) 51
3. Main entries	295	730	155	26	2	(49) 38
4. Added entries	246	702	225	24	8	(50) 41
5. Other access points	246	643	246	32	9	(51) 70

27. Which of the following changes, if any, do you think GPO should make regarding descriptive cataloging? (Check one.) (52)

- Number
- 187 1. Add more information to cataloging record (e.g., more Government agencies, contractors, personal authors, etc.)
 - 822 2. Keep the descriptions the same as they are currently
 - 189 3. Make the cataloging descriptions shorter (more like what GPO used before adopting Anglo-American Cataloging Rules (AACR) in 1976)
 - 48 No Answer

28. Do you agree or disagree with the following statements regarding Library of Congress (LC) subject headings? (Check one box in each row.)

GPO should:	Strongly Agree (1)	Agree (2)	Undecided (3)	Disagree (4)	Strongly Disagree (5)	No Answer
1) Continue to use LC subject headings	774	386	41	14	12	⁽¹⁵³⁾ 19
2) Give more LC subject headings for each record	152	314	388	319	22	⁽¹⁵⁴⁾ 51
3) Give fewer LC headings for each record	6	56	273	607	234	⁽¹⁵⁵⁾ 70
4) Use more specific LC subject headings	211	452	357	172	9	⁽¹⁵⁶⁾ 45

29. Do you agree or disagree that, in addition to LC subject headings, GPO should use scientific and technical vocabularies and/or legislative vocabularies? (Check one box in each row.)

GPO should use:	Strongly Agree (1)	Agree (2)	Undecided (3)	Disagree (4)	Strongly Disagree (5)	No Answer
1) Scientific and technical vocabularies	142	331	402	284	59	⁽¹⁵⁷⁾ 28
2) Legislative information vocabularies	182	359	363	266	57	⁽¹⁵⁸⁾ 19

30. If GPO developed an in-house cataloging system and withdrew from OCLC (Online Computer Library Center), what type of impact would this have on your library? (Check one.) ⁽¹⁵⁹⁾

- | | |
|--------|---|
| Number | |
| 28 | 1. <input type="checkbox"/> Significantly positive impact |
| 28 | 2. <input type="checkbox"/> Positive impact |
| 406 | 3. <input type="checkbox"/> Little or no impact |
| 324 | 4. <input type="checkbox"/> Negative impact |
| 437 | 5. <input type="checkbox"/> Significantly negative impact |
| 23 | No Answer |

31. If GPO were to discontinue its personal name authority work, what type of impact would this have on your library? (Check one.) ⁽¹⁶⁰⁾

- | | |
|--------|---|
| Number | |
| 10 | 1. <input type="checkbox"/> Significantly positive impact |
| 38 | 2. <input type="checkbox"/> Positive impact |
| 597 | 3. <input type="checkbox"/> Little or no impact |
| 400 | 4. <input type="checkbox"/> Negative impact |
| 187 | 5. <input type="checkbox"/> Significantly negative impact |
| 14 | No Answer |

32. AACR 2 (Anglo-American Cataloging Rules, Second Edition) has 3 levels of cataloging—Level 1 (minimal level cataloging), Level 2, and Level 3 (highest level). GPO currently uses level 3 cataloging. In your opinion, would Level 1 and/or Level 2 provide sufficient information for a reference tool for your library? (Check one box in each row.)

CATALOGING ALTERNATIVES	Definitely Yes (1)	Probably Yes (2)	Undecided (3)	Probably No (4)	Definitely No (5)	Don't know (6)	No Answer
AACR 2 Level 1	30	210	152	315	477	32	⁽¹⁶¹⁾ 30
AACR 2 Level 2	166	453	140	222	197	37	⁽¹⁶²⁾ 31

33. A number of alternatives have been suggested for cataloging scientific and technical documents, such as the Department of Energy technical reports. Would you support or oppose the following suggestions for current documents (i.e., those published from the start of the program forward) and for old documents (i.e., those published from 1976 to start of program) which GPO would distribute to depository libraries who want them? (Check one column under each type of document, current and old. Thus, there should be two columns checked in each row.)

Suggested Options	CATALOGING SCIENTIFIC AND TECHNICAL DOCUMENTS												No Answer	
	CURRENT DOCUMENTS						OLD DOCUMENTS							
	Strongly support	Support	Undecided	Oppose	Strongly Oppose	No opinion	Strongly support	Support	Undecided	Oppose	Strongly Oppose	No opinion		
	(1)	(2)	(3)	(4)	(5)	(6)	(1)	(2)	(3)	(4)	(5)	(6)	No Answer	
1) GPO should not catalog them since the issuing agency already does	56	96	125	423	235	225	85	138	160	331	156	264	(63-64) 112	
2) GPO should catalog them with full cataloging into AACR2 and MARC format so that all Government documents are cataloged together	337	382	116	115	36	197	53	227	299	158	155	59	244	(65-66) 104
3) GPO should catalog them with minimal cataloging	30	158	145	407	206	206	33	173	183	319	169	253	(67-68) 116	
4) GPO should mechanically convert the issuing agency's COSATI format records to MARC and include them in with their cataloging records	145	353	228	85	29	317	39	13	291	245	90	41	348	(69-70) 118
5) GPO, Library of Congress and the scientific and technical agencies should work out cataloging rules that would be consistent between COSATI and AACR2	302	401	129	56	35	254	69	228	330	170	74	37	300	(71-72) 107
6) The agencies currently using COSATI format and rules should use MARC format and AACR2 rules	238	316	216	56	31	313	76	184	264	226	70	40	350	(73-74) 112
7) Agencies currently using MARC format and AACR2 rules should use COSATI format and rules	7	25	160	35	322	307	30	8	21	181	290	283	343	(75-76) 120

34. What problems, if any, has the lack of cataloging by GPO of scientific and technical documents caused your library in attempting to access the material for users? (Check one.)⁽⁷⁷⁾

Number

- 36 1. Very great problem
- 89 2. Great problem
- 270 3. Moderate problem
- 217 4. Some problem
- 609 5. Little or no problem
- 25 No Answer

35. How often, if ever, have you experienced problems in accessing documents for users because the documents were not cataloged in the following systems? (Check one box in each row.)⁽⁷⁸⁾

Dup (1-4)
(5) 4

Cataloging Systems	Very frequently	Frequently	Occasionally	Seldom	Very seldom	Not applicable— not in system	No Answer
	(1)	(2)	(3)	(4)	(5)	(6)	
1) OCLC	72	176	337	90	177	343	51 ⁽⁸⁾
2) WLN	4	11	16	7	19	1105	84 ⁽⁹⁾
3) RLIN	14	20	27	2	29	1068	86 ⁽⁸⁾
4) Monthly Catalog tapes	9	16	33	11	26	1065	86 ⁽⁹⁾
5) Printed Monthly Catalog	115	241	496	115	198	43	38 ⁽¹⁰⁾

36. If you have experienced problems caused by documents not being cataloged by GPO, how do you handle the situation? (Check one box.)⁽¹¹⁾

Number

- 198 1. Not applicable—have not had problems
- 207 2. Catalog most or all items when received (in-house, contractor, or commercial system)
- 354 3. Catalog some items as needed (in-house, contractor or commercial system)
- 324 4. Use other tools, e.g., Energy Research Abstracts, PRF
- 76 5. Other (please specify.) _____
- 87 No Answer

37. Would a temporary skeletal cataloging record on the following systems help you until full cataloging could be done? (Check one box in each row.)

Cataloging Systems	Definitely yes	Probably yes	Undecided	Probably no	Definitely no	No Answer
	(1)	(2)	(3)	(4)	(5)	
1) OCLC	317	380	109	141	203	96 ⁽¹²⁾
2) WLN	23	36	149	98	657	283 ⁽¹³⁾
3) RLIN	40	51	153	103	622	277 ⁽¹⁴⁾
4) Monthly Catalog tapes	47	66	167	109	588	269 ⁽¹⁵⁾
5) Printed Monthly Catalog	349	457	111	147	97	85 ⁽¹⁶⁾

38. In your opinion, should GPO have any priorities in cataloging documents? (Check one box.)⁽¹⁷⁾

Number

- 961 1. Yes
- 261 2. No (Skip to question 40.)
- 69 No Answer

39. To what extent, if any, do you think GPO should expedite cataloging the following items before any other items? (Check one box in each row.)

	To a Very Great Extent (1)	To a Great Extent (2)	To a Moderate Extent (3)	To Some Extent (4)	To Little or No Extent (5)	No Answer
1) Congressional documents	331	295	179	73	63	(18) 20
2) Library of Congress requests based on cooperative cataloging agreement with GPO	183	269	259	118	79	(19) 53
3) Items for sale through GPO	244	322	211	89	68	(20) 27
4) Items not for sale through GPO	68	127	256	244	203	(21) 63
5) Items covered in the news media	596	189	87	45	28	(22) 16
6) Census publications	449	245	137	63	44	(23) 23
7) Presidential publications	230	291	247	107	55	(24) 31
8) Maps	21	74	222	244	365	(25) 35
9) Scientific and technical material	85	149	292	218	186	(26) 31
10) Other (please specify.) _____	16	13	6	2	15	(27) 909

(Figures include only the 961 who thought GPO should have priorities.)

40. Sometimes, as GPO begins to catalog an item, they find OCLC already has a cataloging record for that item. Since GPO is the authority, they modify the OCLC record. Do you think GPO should change the OCLC record or should GPO accept the record as OCLC has it? (Check one.) (28)

Number	
675	1. <input type="checkbox"/> GPO should always change the OCLC record
126	2. <input type="checkbox"/> GPO should change the OCLC record less often than at present
90	3. <input type="checkbox"/> GPO should accept the record as OCLC has it
331	4. <input type="checkbox"/> No opinion
24	No Answer

E. MONTHLY CATALOG FORMAT

41. We would like your opinion on the overall format of the printed Monthly Catalog issued by GPO. How satisfied or dissatisfied are you with the present format of the printed Monthly Catalog? (Check one.) (29)	42. What is your opinion on the size of the printed Monthly Catalog? (Check one.) (30)
Number	Number
381	104
560	306
107	745
143	19
32	51
15	11
8	No Answer

43. Some alternatives have been suggested to the current format of the Monthly Catalog. How useful, if at all, would the Monthly Catalog be if it were as described in each of the following statements? (Check one box in each row.)

	Very Greatly Useful (1)	Greatly Useful (2)	Moderately Useful (3)	Somewhat Useful (4)	Little or No Use (5)	No Answer
1) Both the text of each record and the indexes in paper (present format)	620	392	153	35	14	(31) 32
2) Both the text of each record and the indexes in microfiche	42	77	200	349	545	(32) 33
3) Text of each record in paper and indexes cumulated periodically in microfiche	52	109	240	340	458	(33) 47
4) Text of each record in fiche and indexes cumulated periodically in paper	99	150	294	275	385	(34) 43
5) Shorter descriptions in one paper version with the larger version also available in microfiche	93	183	269	248	401	(35) 52
6) Broken down into several smaller catalogs covering different subject areas	28	64	123	247	743	(36) 41
7) Broken down into several smaller catalogs covering different agencies	23	64	125	217	774	(37) 43
8) Other (Please specify.) _____	48	9	5	1	18	(38) 1165

44. How often should a cumulative index to the Monthly Catalog be issued (each index would include entries from all previous months of the year)? (Check one.) (39)

- Number
- 235 1. Monthly
 - 25 2. Bimonthly
 - 376 3. Quarterly
 - 450 4. Semiannually (present method)
 - 83 5. Annually
 - 31 6. Other (please specify.) _____
 - 46 No Answer

45. In your opinion, which of the following numbering systems should appear in the GPO cataloging records? (Check one box in each row.)

Numbering Systems	Definitely Yes (1)	Probably Yes (2)	Undecided (3)	Probably No (4)	Definitely No (5)	No Answer
1) Monthly Catalog entry number	687	238	119	128	20	(40) 54
2) SuDoc classification number	1183	61	15	8	2	(41) 22
3) Item number	884	223	58	48	10	(42) 23
4) GPO stock number	611	323	133	117	16	(43) 46
5) Library of Congress Class number	651	343	137	60	27	(44) 28
6) Dewey Class number	341	353	222	191	87	(45) 52
7) Library of Congress card number	459	342	224	140	33	(46) 48
8) OCLC number	623	332	174	57	21	(47) 39
9) Agency report numbers	529	364	196	79	28	(48) 50
10) National Library of Medicine class numbers	106	235	520	222	104	(49) 59
11) National Agriculture Library class numbers	90	226	537	223	108	(50) 62

46. About what percentage of the time do you use the Monthly Catalog, GPO's Publication Reference File (PRF), or other sources for the following purposes? (Enter percentages in each column. Note: each column should total to 100%.)

Dup (1-4)
(5) 5

	Cataloging	Accessing Current Material	Accessing Retrospective Material
1. Monthly Catalog	30.2 % (6-8)	36.9 % (24-26)	58.9 % (42-44)
2. PRF	6.5 % (9-11)	36.7 % (27-29)	13.7 % (45-47)
3. Other (please specify):	63.3 % (12-14)	24.4 % (30-32)	27.4 % (48-50)
_____	_____% (15-17)	_____% (33-35)	_____% (51-53)
_____	_____% (18-20)	_____% (36-38)	_____% (54-56)
_____	_____% (21-23)	_____% (39-41)	_____% (57-59)
TOTAL	100% %	100% %	100% %

47. If the PRF included documents other than sales documents, would you prefer to use it instead of the Monthly Catalog? (Check one.)

Number

- 250 1. Definitely yes
- 272 2. Probably yes
- 272 3. Undecided
- 314 4. Probably no
- 105 5. Definitely no
- 33 No Answer

We appreciate your answers and comments. Please return the questionnaire in the postage-paid envelope to:

Ms. Debra Bell
U.S. General Accounting Office
Room 6007
441 G Street, N.W.
Washington, D.C. 20548

OPTIONAL

50. Please enter below the name, title, and telephone number of the individual who should be contacted if clarification and/or additional information to this questionnaire are needed. This section will ultimately be separated from the questionnaire.

NAME: 1,029 names provided

TITLE: _____

TELEPHONE: _____
(Area code) (Number)

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