State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **August 31, 2012**.

Initiatives –Indicate Library types: _____All_____
Initiative 1:
Actions/Plans:
Prepare a prioritized list of government documents in subject areas pertaining to Illinois to be digitized and work on standards for digitizing these materials. Also to create and provide a communication network by which depository libraries could share, exchange and collaborate on ideas to promote these subject areas and "occasions."

➢ Prepare prioritized list in subject areas to be digitized pertaining to Illinois
  Possible topics related to upcoming anniversaries
  - WWI-related 100th anniversary
  - 200th anniversary of Illinois statehood, December 3, 1818
  - 150th anniversary of Lincoln's assassination, April 14, 1865
  - 150th anniversary of abolition of slavery via ratification of 13th amendment to Constitution, Dec. 6, 1865
  - 70th Anniversary of various World War II events (Normandy, VE Day, etc.)
➢ Help libraries market their resources to specific users or groups
➢ Exchange library guides for subject areas
➢ Collaborate on state-wide initiatives through groups working on the same or similar projects.
➢ Create standards for statewide digitization

1.1 Prepare prioritized lists of government documents in subject areas to be digitized pertaining to Illinois
    1.1.1 Determine source material to identify Illinois occasions or topics;
    1.1.2 Identify materials to be digitized from interested depository libraries;
    1.1.3 Establish criteria to evaluate available materials from libraries;
    1.1.4 Determine work effort to accomplish selected projects;
    1.1.5 Create timeline of implementation [determine realistic deadlines].

1.2 Help libraries market their resources to specific users or groups
    1.2.1 Establish available modes of outreach and communication venues through which to market;
    1.2.2 Provide template of partnership opportunities in local and regional areas;
    1.2.3 Establish connections with stakeholders in educational learning standards.

1.3 Exchange library guides for subject areas
    1.3.1 Determine types and level of guides necessary based on themes, topics, anniversaries or events;
    1.3.2 Determine format, outline content headings, and develop template for guides;
    1.3.3 Discuss use of LibGuides, http://www.springshare.com/libguides/, or other suitable tools;
    1.3.4 Assign responsibility for development of guides (individuals, committee members, teams, institutions);
    1.3.5 Determine responsibility and schedule for revisions and updates to guides;
    1.3.6 Decide permanent host or retrieval option for guides;
    1.3.7 Devise a list of options for promoting the guides, and determine who will promote these on a regular basis.

1.4 Collaborate on state-wide initiatives through groups working on the same or similar projects.
    1.4.1 Use statewide listserv to determine level of interest in individual projects;
    1.4.2 Examine whether or not committee should serve as the coordinator, facilitator and recorder of collaborations;
    1.4.3 Categorize projects as potential statewide initiatives, regional or local, depending upon expression of interest;
    1.4.4 Discuss resources necessary to carry out and maintain initiatives;
    1.4.5 Provide necessary resources and assistance; and,
    1.4.6 Determine mechanisms for sharing information and promoting initiatives statewide, regionally, and locally.

1.5 Create standards for statewide digitization.
    1.5.1 Base standards on national standards and best practices;
    1.5.2 Become familiar / review national standards and best practices;
    1.5.3 Examine selectively various standards;

1.5.4   Discuss appropriate standards with selected digitization experts; and,

1.5.5   Identify options and maintain up-to-date list of potential businesses, institutions, repositories, for scanning projects.

Initiatives –Indicate Library types: ____All_____
Initiative 2:
Action Plan:
Use new technologies to improve communication between existing federal depository library program staff   and provide training opportunities to federal depository library program staff and other interested parties.
  ➢ Hold statewide distance meetings through conference calls or web-based resources.
  ➢ Hold virtual conferences and allow remote participation in professional development and continuing education.
  ➢ Initiate a quarterly virtual training program to present educational sessions through services like Adobe Connect to provide depository coordinators and staff and non-depository librarians with learning opportunities to help them work with and promote government information.

2.1   State-wide meetings.
  2.1.1   Identify communication medium (e.g. conference call, Adobe Connect, etc…);
  2.1.2   Determine annual schedule;
  2.1.3   Promotion.

2.2   Quarterly training
  2.2.1   Identify communication medium (e.g. Adobe Connect, etc…);
  2.2.2   Assemble a list of topics for which training is needed;
  2.2.3   Locate volunteers willing and able to provide training on specific topics;
  2.2.4   Promote training to the community;
  2.2.5   Make training sessions available to others as recorded webinars.

2.3   Virtual conferences
  2.3.1   Identify communication medium that would allow appropriate bifurcated capabilities.

Initiatives –Indicate Library types: _____All_____
Initiative 3:
Action Plan:
Ensure that existing and new staff can have the education and training to become government information specialists.
- ➢ Develop a rigorous program for government documents staff within the State of Illinois certifying a certain level of government documents knowledge, expertise and training.
- ➢ Federal depository libraries will maintain sufficient numbers of well-trained government information specialists.
- ➢ Administrators need to see government information specialists as necessary.

3.1   Rigorous certification program.
     3.1.1   Identify interested parties;
     3.1.2   Identify accrediting agency (e.g. ILA GODORT);
     3.1.3   Set standards;
     3.1.4   Set curriculum;
     3.1.5   Select a teaching/training system.

3.2   Maintain sufficient number of well-trained government specialists.
     3.2.1   Determine definition of sufficient.

3.3   Promote the need for government information specialists to administrations.
     3.3.1   General data enumerating needs and advantages of the program;
     3.3.2   Create talking points and promotional materials.

3.4   Ensure more extensive training and promotion of government documents and government information specialists through associations.
     3.4.1   Provide presentations regarding government information through associations such as ILA GODORT;
     3.4.2   Promote greater involvement of depository staff in state-wide and national leadership positions (e.g. CARLI, ILA, ALA GODORT, etc...).

Initiatives –Indicate Library types: ___ALL_____
Initiative 4:
Action Plan:
Promote the FDLP and online government information among FDLP selectives and non-FDLP Illinois libraries, as the nature of government information reference is transforming from being collection-based to being based upon searching and training skills in the digital environment. Use the Government Information Online: Ask a Librarian (GIO) program as a model for creating a consortium of institutions to provide virtual reference services to users via Government Documents expert librarians in Illinois, bringing reference expertise to the users, not just the libraries in the program.
Action/Plans:

4.1.   Use current Government Information Online as the software and model for expanded virtual reference service in Illinois.
       4.1.1   GIO can bring the service to additional libraries regardless of FDLP status or library type;
       4.1.2   GIO can enable Illinois government information librarians to share a common software and knowledgebase to answer questions from their communities;
       4.1.3   The added volume of reference questions handled by Illinois GIO librarians will aid in the training of and honing the skills of generalist and specialist librarians.

4.2   Organize an accessible knowledgebase of frequently asked questions and frequently used government information sources that are shared by the digital reference service librarians.
       4.2.1 Work on partnerships and outreach to help deliver services to users;
       4.2.2 Pilot FAQ and knowledge base to be accessible within the staff and library communities.

4.3   Work with the Illinois Library Association to market the expertise of government information librarians, especially to libraries without a local government information expert.
       4.3.1   Part of this advocacy will emphasize that the importance of federal depository librarians comes not just from their collections, but from their skills in finding complex and difficult public information.

Initiatives –Indicate Library types: _Primary school through higher education libraries_
Initiative 5:
Action Plan:
Information Literacy Initiative. Develop K-20 information literacy standards for federal government information as a basis for the development of government information curriculum materials.
Action/Plans:

5.1 Partner with other stakeholders to develop information literacy standards for government information for K-20.

5.2 Advocate for the inclusion of such standards in general information literacy standards as appropriate.

5.3 Develop government information curriculum materials that can stand alone or be integrated into K-20 information literacy initiatives/courses.

5.4 This initiative will begin with a planning phase, during which participants further develop the objectives of this initiative.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of _____Illinois_____ (state) or the Federal depository region which encompasses the following states:_____.

1. Angela Bonnell_____(name), Illinois State University_____(institution)
2. Barbara Levergood____(name), Southern Illinois University Edwardsville___(institution)
3. Connie Fleischer_____(name), University of Chicago, D'Angelo Law Library (institution)
4. Jocelyn Tipton _____(name), Eastern Illinois University_____(institution)
5. Karen Perrin _____(name), Illinois Department of Transportation __ (institution)
6. Linda Zellmer_____(name), Western Illinois University_____ (institution)
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19. _____(name), _____ (institution)
20. _____(name), _____ (institution)

With assistance from other members of the State depository community and participants at numerous meetings, including the Illinois Spring Depository meeting held at the Illinois State Library in Springfield May 23rd 2012.