

Monte Loos

From: Daily, Dan L <Dan.Daily@usd.edu>
Sent: Friday, May 31, 2013 12:13 PM
To: looskota@kotatv.com
Subject: South Dakota Depository application
Attachments: Application for Full Depository Library Status-USD05312013.docx

Dear Mr. Loos:

Attached is the University of South Dakota's application to serve as a full depository library. As Dean of Libraries, I have carefully considered the application process. I have consulted with library staff here at USD, gathered information through e-mail and a phone conference with personnel at the state library, and consulted with colleagues at South Dakota State University and Dakota State University. I understand that both SDSU and DSU libraries are applying as well. I fully support their applications. Likewise, if either DSU or SDSU is selected as a full depository library, USD is committed to retaining at least 1 print copy of the South Dakota documents that are currently in the collection. I discussed this with the state library staff as well. In summary, USD is committed to serving South Dakota citizens by providing state documents of the past, or of the past, present and future.

Thank you.

Sincerely,
Dan

Daniel Daily
Dean of Libraries
Acting Archivist and Special Collections Librarian
University Libraries
University of South Dakota
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Vermillion, SD 57069
605-677-5122/605-677-8867
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Application for Full Depository Library Status

History: In 2012, the State Publications Library Distribution Program operated by the SD State Library was revised. As part of the process, a new depository library program was defined and approved in Administrative Rule Chapter 24:30:07. The State Library Board is accepting applications for two full depository libraries. Libraries designated as full depository libraries shall:

- (1) Designate a person by name as administrator of the program for the purpose of direct contact with staff at the State Library;
- (2) Retain and make accessible all state publications obtained through the program, regardless of format, for a minimum of five years with the exception of those publications that are clearly superseded by subsequent editions or that are issued at a later date in cumulated form;
- (3) Discard publications received through the program only according to procedures set forth by the State Library;
- (4) Allow the state librarian access to the program for purposes of evaluation;
- (5) Conduct at least two annual public orientations or workshops that highlight the use of state publications; and
- (6) Attend, annually, at least one continuing education opportunity offered by the State Library government publications staff.

Library: University Libraries

Library Address/Phone: University of South Dakota, 414 E. Clark Street, Vermillion, SD 57069

Library Director: Daniel Daily, Dean of Libraries

Administrator of the Program: Diane Frigge, Civil Service Librarian

Email/Phone number for Administrator: Diane.Frigge@usd.edu 605-670-6091

The State Library Board will award contracts based upon evaluation of geographic balance, available space and staff, and other factors affecting public access to the collection (AR 24:30:07:04). Addressing these factors, describe why your library is qualified to be a full depository library. Please limit to two paragraphs.

Since 1889, the University of South Dakota has served as a depository for federal documents. Moreover, the University Libraries, per South Dakota statutes, has served as a depository for state publications. Thus, the Libraries maintain one copy of all South Dakota documents received for circulation to South Dakota residents and interlibrary loan services while maintaining a second copy in locked stacks and available through the Archives and Special Collections department. Library staff catalog state documents for the SDLN Aleph online catalog.

The University Libraries, through the I.D. Weeks Library and library faculty/staff on the Vermillion campus, is willing to continue as a designated depository and can fulfill the requirements as outlined above. Diane Frigge, Civil Service Librarian, is currently responsible for reference, cataloging, and collection management of South Dakota documents, and would serve as the program administrator. Ms. Frigge is directly supported in her responsibilities by the Head of Technical Services, faculty librarians, and library administration.

Send application and any supporting documentation to:

Monte Loos

looskota@kotatv.com

Applications will be accepted until May 31, 2013. The State Library Board will make selections at the July 11, 2013 board meeting to be held in Pierre.