**Recommendations: Marcive Gov Docs: Documents without Shelves**

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| **Area covered** | cataloging |
| **Prepared by** | Cataloging Task Force |

**Background**

There is great interest among CSU libraries to subscribe to and manage Marcive government documents consortially for all subscribing institutions. Marcive Documents without Shelves for electronic government documents would, then, be managed centrally via the Network Zone.

Marcive Documents without Shelves (DWS) service provides full MARC records with URLs for government documents published online. With this service, the library’s item number profile is not consulted. Libraries can choose to receive only new records or both new and changed records. Profiled cataloging customers may choose to limit the records they get to just online titles, but Marcive would be working off their item selection profiles. Some libraries may think of themselves as getting DWS because they get no physical title cataloging, but Marcive makes a distinction between profiled cataloging and DWS.

The Cataloging Records Distribution Program (CRDP) provides GPO produced catalog records to participating Federal depository libraries at no cost. Libraries in the CRDP program receive profiled cataloging records from Marcive at no cost.

Current CSU services for government documents:

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| --- | --- | --- | --- | --- |
|  | Documents Without Shelves | Profiled GPO Cataloging | Profiled Cataloging via CRDP | Shipping List Service |
| Bakersfield (CSUB) |  |  |  |  |
| Channel Islands (CSUCI) |  |  |  |  |
| Chico (Chico State) |  |  |  |  |
| Dominguez Hills (CSUDH) |  |  |  |  |
| East Bay (CSUEB) |  |  |  |  |
| Fresno (Fresno State) | X |  |  |  |
| Fullerton (CSUF) |  |  | online only |  |
| Humboldt (HSU) |  | print & online |  |  |
| Long Beach (CSULB) | X |  |  |  |
| Los Angeles (CSULA) | X |  |  |  |
| Maritime Academy (Cal Maritime) |  |  |  |  |
| Monterey Bay (CSUMB) | X |  |  |  |
| Northridge (CSUN) |  |  | print & online |  |
| Pomona (Cal Poly Pomona) |  |  |  | X |
| Sacramento (Sac State) |  | online only |  |  |
| San Bernardino (CSUSB) | X |  |  |  |
| San Diego (SD State) |  |  |  |  |
| San Francisco (SFSU) |  | print & online | Historic Shelf List only | X |
| San Jose (SJSU) | X |  |  |  |
| San Luis Obispo (SLO) | X |  |  |  |
| San Marcos (CSUSM) |  | online only |  |  |
| Sonoma (SSU) |  |  |  |  |
| Stanislaus (CSU Stanislaus) |  |  |  |  |

**Recommendations**

1. Pursue a consortium subscription to Documents without Shelves;
2. Manage collection centrally via the Network Zone (loading, maintenance, and monitoring of bibliographic record loads and collection). Libraries should continue to use CRDP for print government documents, but should discontinue receiving e-resources from CRDP.

*Note: Libraries should continue to follow P2E and current subscription model for government documents.*

**Timeline**

*To be pursued post-migration.*

**Procedures**

*To be developed.*

* Devise strategy and plan for creation and maintenance of collection;
* Develop steps for the use of import profiles to load bibliographic records (new and updates) for both serials and monographs.

**Documentation**

[Marcive Record Loads - Google Doc](https://docs.google.com/document/d/1qe7nm_t3JPekzx4L7clFUvyNM9kawx5OW7-tIOTSaX4/edit?usp=sharing) (February 2014)

[Marcive Documents without Shelves Task Force Report](https://www.orbiscascade.org/file_viewer.php?id=3249) (December 2014)

**Training (Ex Libris)**

*To be scheduled.*