

Working Group

COLLABORATIVE PRINT: MONOGRAPHS

Charge and membership

Approved by Advisory Council, November 2, 2018

Charge

The Collaborative Print: Monographs Working Group will oversee the terms of the [memorandum of understanding](#) between TRLN institutions that guides decisions on collection, retention, and relocation of print monographs. The group is intended to establish standards and to provide guidance and support to all TRLN monograph retention activities, but it is not intended to execute the initiatives that end in retentions being made.

Responsibilities/deliverables/timeline

1. Establish the format and elements of the 583 field for materials committed to the TRLN monograph retention program¹; develop related standards and consult as needed to help libraries implement these standards.
2. Monitor consortial practices to ensure that TRLN remain consistent and interoperable with monograph retention initiatives elsewhere in order to ensure seamless integration of TRLN activities into a larger network of retention programs
3. Consult with monograph retention projects at member institutions as needed.
4. Comply with consortial guidelines for reporting and communication.

Membership overview

At least one and no more than two representatives from each participating TRLN library.

Members

1. Judy Bailey, Duke University Libraries
2. Kurt Blythe, UNC Libraries, Chair
3. Jamie Bradway, NCSU Libraries
4. Ros Raeford, Duke University Libraries
5. Lynn Whittenberger, NCSU Libraries

¹ Example possibilities include the following:

- a. 583 1_ |3 [committed volumes of a multi-volume set] |a committed to retain |c [date of action YYYYMMDD] |d [date of expiration MONTH DAY, YEAR] |f (repeatable) [archiving program name] |5 [archiving institution MARC organization code]
- b. 583 1_ |3 [committed volumes of a multi-volume set] |a completeness reviewed |c [date of action YYYYMMDD] |f [archiving program name] |i [volume-level, issue-level, or page-level] || [reprint or detail missing material] |5 [archiving institution MARC organization code]
- c. 583 1_ |3 [committed volumes of a multi-volume set] |a condition reviewed |c [date of action YYYYMMDD] |f [archiving program name] |i [volume-level, issue-level, or page-level] || [numerous print archiving terms available, e.g., acidic paper] |z [numerous specifications elaborating on ||, e.g., pH pen test] |5 [archiving institution MARC organization code]