

Date: 30 September 2009
Site: Idaho Transportation Department Library
Staff: Inez Adele Hopkins, Senior Research Analyst, Research/Roadway Data, Planning Division
Ned Parrish, Research Program Manager

Site Visit Summary

History & Overview

The Idaho Transportation Department initially set up a library in the 1970s. Although exact dates aren't known, this Library was dismantled sometime in the 1980s and eventually sent to the Idaho State Library in the early 1990s, where the materials were eventually discarded. The current collection is from the Materials Lab Library – a small collection that was transferred to Research with a rudimentary organizational scheme in an Access database. This collection was transferred to the Research Department at the ITD headquarters in September 2009.

Staff

The Idaho Transportation Library is under the direction of the librarian, Inez Adele Hopkins. Inez has a hybrid position within ITD as a Senior Research Analyst and spends roughly 1/3 of her time providing Library and information services to the ITD staff. The other 2/3 of her responsibilities includes administration of the department's Videolog and Roadway Data programs. The Library is part of the Research Section in the Planning Division.

Inez has help in the Library from three division staff: JoAnn Auger, Research Analyst, Annette Tetreault, Transportation Tech; and Roberta Karl, Transportation Tech.

At this stage, they assist with downloading reports, unpacking boxes and shelving materials.

Physical Space

The Library just received a space for the collection in the Planning Division. At approximately 200 square feet, the space is on an upper floor of the building and was not designed to bear the weight of Library shelving. The shelving is arranged along the outer and interior modular walls of the space and is in the early stages of unpacking. A few small shelving units will be added to the interior in the future. With space at such a premium, Inez and her Research Program Manager, Ned Parrish are thinking strategically about the physical and digital development of their collection. Their goal is to make as much of the collection available in electronic format as possible, while maintaining a physical collection of unique reports and reference materials.

Collection & Services

Much of the Library collection is still being unpacked and inventoried at this time. The ultimate size and content of the collection is still unknown, besides the AASHTO, TRB, FHWA and state reports. Some unique finds in the unpacking process have been several previously unknown ITD historic reports that Inez believes are one-of-a-kind. The State Library is going to catalog the ITD research reports which will be maintained on their Web site and included in WorldCat. Inez would like to systematically digitize reports and create an electronic document Library like the Kansas DOT's Electronic Reports Library.

The Materials Library collection was cataloged in an Access database that provided some measure of control over the collection, but the database is inconsistent and incomplete, lacking many of the normal access points in the records. Inez has 6,515 bibliographic records in ProCite and would prefer to use it as the Library's catalog in the near term. During the visit we successfully imported the Access database of 6,515 into ProCite, which Inez can clean up with some global changes and the inevitable manual maintenance. A college intern stationed in Roadway Data is starting to try and write a program to clean up the records. ProCite is MARC capable which will allow for easier data conversion and upload to OCLC if ITD decides to purchase a new ILS in the future that will make cataloging and accessing full text PDF reports easier for researchers. ITD is a new OCLC member and has subscriptions to WorldCat, TLCat and Resource Sharing. Cataloging will be initiated when Inez has her ProCite database ready for upload.

With an emphasis on collecting digital reports, Inez downloads PDF reports to CDs and catalogs them as collections. There is no dedicated serials budget at this time, but they are keeping digital subscriptions in mind for the future to add depth and breadth to the usual state reports, AASHTO and TRB publications. There are a small number of monographs, and some unique historical Idaho reports. Priority online subscriptions (wish list) include: Compendex, ASCE Library, ProQuest Dissertations & Theses, Applied Science and Technology Index. Extra digital storage space on a shared network drive and external backup drives are also needed.

Ned Parrish explained that the Research budget is currently \$1.4 million which includes pooled funds and technical service programs with AASHTO, NCHRP, etc. so there is a limited amount of internal research capability. This means that ITD is reliant on access to research done by other states. Inez has access to [LILI](#), a suite of [databases](#) available to Idaho libraries, the [Boise State University Library resources](#) (requires travel to the University), [TRIS](#), [RiP](#), [TLCat](#) and the [Google Transportation metasearch engines](#) locate research reports and perform literature searches for her customers. Inez and Ned have created an extensive index of transportation information resources on the ITD intranet for their researchers and decision makers. The Library also provides interlibrary loan and document delivery services and is participating in the Transportation Knowledge Networks Resource Sharing Pilot Project.

Idaho Transportation Department's Goals for the Pooled Fund Study

ITD's priorities for the pooled fund study going forward are:

- Recommendations for priority activities related to the set up of the Library
- Recommendations for essential online journal and database subscriptions
- Support for WTKN and related efforts
- Increased access to electronic resources through the TKN Resource Sharing Pilot Project OCLC subscriptions, and group subscriptions to databases
- Increased networking among state DOT libraries, UTCs and private industry information professionals

More about ITD:



About ITD
<http://itd.idaho.gov/AboutITD/About.htm>

ITD Mission & Overview
<http://itd.idaho.gov/AboutITD/OverWhy.htm>

ITD Organizational Chart
<http://itd.idaho.gov/AboutITD/org.htm>

ITD Publications
<http://itd.idaho.gov/NewsAndInfo/Publications.htm>

ITD *Transporter* Newsletter
<http://itd.idaho.gov/Transporter/>

ITD Projects
<http://itd.idaho.gov/Projects/>

ITD Research Webpage
<http://itd.idaho.gov/planning/research/>

For more information about the ITD Library, please contact:

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