

Special Responsibilities for State Level Depository Libraries

State Level Depository Libraries

There are three state level depository libraries in Wisconsin including the Wisconsin Historical Society Library, the Legislative Reference Bureau Library, and the Department of Public Instruction. The three state-level depositories work collaboratively to administer and maintain the Wisconsin Document Depository Program. State level depository libraries are responsible for the selection of electronic state documents added to the Wisconsin Digital Archives per the collection development policy and making decisions about recommendations made from other partners and stakeholders.

Each of the libraries takes on particular responsibility for a different aspect of the program. The special responsibilities of these libraries are:

Department of Public Instruction

The Department of Public Instruction (DPI) administers the Wisconsin Document Depository Program. The Wisconsin Document Depository Program collects and distributes state documents as defined by [Wis. Stat. § 35.81\(3\)](#) with the goal of providing long-term access to information documenting the activities of Wisconsin State Government.

Under sections [35.81-35.84 of the Wisconsin Statutes](#), as amended by 1991 Wisconsin Act 285, state agencies are required to participate in the Wisconsin Document Depository Program by providing either print or electronic state documents to the program. DPI serves as a central clearinghouse for identifying, collecting, and distributing fully cataloged print and electronic state documents to designated state, regional, and selective depository libraries located around the state.

DPI is responsible for the administration of a statewide document digital preservation platform to provide state agencies a way to comply with the Wisconsin Document Depository Program with electronic documents. Access to electronic state documents is through the [Wisconsin Digital Archives](#). [Shipping lists](#) for both print and electronic state document shipments are available online to all libraries regardless of depository status.

Wisconsin Historical Society

The Wisconsin Historical Society Library has the most complete and only permanent collection of Wisconsin state documents. The library has been collecting state government publications since territorial days, and maintains a circulating and an archival collection of print publications. It also harvests and archives state government websites in its State Government Web Archives, using the Archive-It software produced by the Internet Archives. Reference assistance is available on-site, by phone, or by email. The library's role as a depository is defined not only in the statutes creating the Wisconsin Document Depository Program, but also in the statutes authorizing and defining the Wisconsin Historical Society itself, [Wis. Stat. § 44.06](#). Most state documents circulate directly to Wisconsin residents, or through interlibrary loan to libraries in Wisconsin and elsewhere.

The Wisconsin Historical Society has primary responsibility for cataloging state documents. From 1978 to the present, catalog records for state documents have been entered into

WorldCat by the Wisconsin Historical Society Library staff. Entry into WorldCat allows the information to be made available for use by other libraries in Wisconsin and nationally.

All the Wisconsin Historical Society Library's cataloging for Wisconsin state documents (1976-date) is available on the University of Wisconsin-Madison online catalog, which is shared with all of the University of Wisconsin System campuses.

The Wisconsin Historical Society Library has a unique responsibility for assigning Wisconsin State Document Classification (Widocs) numbers. This classification system was developed by the library and is intended to identify where publications fit conceptually within the framework of Wisconsin government publications, as well as where a physical item fits on the shelf.

Legislative Reference Bureau - [Theobald Legislative Library](#)

The Legislative Reference Bureau, one of five legislative service agencies, has primary responsibility for bill drafting, research, reference and library services for the [Wisconsin Legislature](#). The Theobald Legislative Library's holdings include all introduced legislation, journals, legislative indexes, drafting records for legislation since 1927, Wisconsin statutes, Wisconsin administrative code, legislative service agency publications, and select documents issued by state government agencies. The Legislative Reference Bureau primarily serves the Legislature, and access to materials is also provided in a variety of formats to public officials, students of government, and citizens generally.

The Legislative Reference Bureau [Digital Collections](#) (LRBDC) contains publications from each legislative service agency – Legislative Audit Bureau, Legislative Council, Legislative Fiscal Bureau, and the Legislative Reference Bureau. It also includes a [Mandated Reports to the Legislature](#) collection which contains reports required by statute or act (and sometimes by executive order). There is some overlap with reports in the [Wisconsin Digital Archive](#), but those reports tend to be more substantial. Reports unique to the LRBDC are not submitted to the Depository Program by the agency and are typically only a few pages long or even just a one page letter.