TSPC Action Plan for 2009
February, 2009

NB: The 2009 action plan largely continues the work of the 2008 plan. Where individual items are contingent on other things happening before they can be completed, e.g., decisions by other groups, this has been noted in the Timeline column.

Action Items to comply with the following core activities established by CSUL:

CSUL Core Activity 1. Acquire, manage, and provide access to scholarly information resources in multiple formats, subjects, and languages in support of academic programs.

TSPC Objective	Activity	Timeline	Resources Required	Assessment Measures
1.1 Continue to work with FCLA and the OPAC Subcommittee to improve access to information via Mango/Endeca	Identify and recommend further enhancements to Mango/Endeca to both FCLA and the OPAC Subcommittee, such as more frequent updating of content, expanding browsing indexes, etc.	2009 and ongoing	TSPC, FCLA, and OPAC Subcommittee	Functionalities implemented and information retrieval is improved accordingly
1.2 Support the work of the Single Bib Task Force in investigating the model of a shared bibliographic record file that replaces local/institutional SUL bibliographic record files	1. Provide information or reports as requested 2. Work with FCLA and other committees to plan and carry out all TSPC-related required tasks	1-2. 2009 and ongoing (contingent on CSUL decision to proceed)	1-2. Single Bib Task Force, TSPC, FCLA, and other committees as required 2. Face-to-face TSPC planning meeting with FCLA and other committee representatives as initial step	1. Reports and recommendations submitted to the Directors 2. Planning completed and an effective implementation process is begun
1.3 Examine the USF OCLC Reclamation project as a pilot for the other SULs to implement as desired	1. Finish the USF project 2. Analyze the results 3. Other SULs do similar projects as desired	1-2. 2009 (contingent on a decision to proceed with single bib, and other SULs deciding to do Reclamation projects) 3. 2009 and ongoing	1-3. FCLA and SUL libraries staff	1-3. Projects completed successfully, and SUL catalogs and OCLC are both more accurate, leading to benefits for ILL, UBorrow, and other services

TSPC Objective	Activity	Timeline	Resources Required	Assessment Measures
1.4 Advise on the technical feasibility of centralized Marcive dataloads for e-government document records	Investigate the technical feasibility of implementing any dataload process that may be identified	2009 (contingent on a PSPC decision to proceed)	FCLA, TSPC, PSPC and OPAC Subcommittee, and Documents Librarians	Streamlined load process implemented and all SUL users have access to the complete files of e-government document records in both the union catalog and their local catalogs
1.5 Continue to improve options for loading bibliographic records into Aleph using FCLA's GenLoad client	1. Prioritize the lists of enhancements proposed for inclusion in new releases of GenLoad 2. Test/review each new release of GenLoad	2009 and ongoing (contingent on availability of work time at FCLA)	TSPC and FCLA	Improved GenLoad releases in production
1.6 Continue to improve access to digital/electronic materials in Mango/Endeca	1. Metadata Subcommittee will work with the DISC Subcommittee to coordinate the standards for descriptive metadata across the various sources of digital records 2. Determine quality standards for MARC descriptive metadata created and purchased 3. Review and improve assignment of facets for non-MARC metadata	1-3. 2009 and ongoing .	1-3. Metadata Subcommittee, DISC Subcommittee, TSPC, and FCLA	1-3. Record display and information retrieval in Mango/Endeca, including faceting, are more consistent and accurate, and standards for new cataloging of descriptive metadata are in place
1.7. Participate in the upgrade to Aleph v. 19	Perform various cleanup activities, test new functionalities before and after the actual upgrade to v. 19	January through summer, 2009	FCLA, TSPC, SUL staff	Upgrade completed successfully and all Aleph v. 19 functionalities operate successfully

CSUL Core Activity 2. Develop and deliver services to facilitate user-centered discovery and understanding of the record of human knowledge and to promote scholarship leading to new knowledge.

CSUL Core Activity 3. Collaborate to increase access to content, to create economic efficiencies, and to employ information technology in support of development and delivery of services.

TSPC Objective	Activity	Timeline	Resources Required	Assessment Measures
3.1 Explore creating a new Acquisitions Subcommittee within TSPC or as a joint subcommittee with CPC; look into cooperative cost-saving acquisitions activities	1. Explore with CPC the justification for, structural fit, and potential mission of an Acquisitions Subcommittee 2. Develop a proposal for CSUL including a charge document if the need is established	1-4. 2009 and ongoing (contingent on the need for the subcommittee being established)	1-2. Acquisitions staff in SULs, TSPC, CPC	1-2. Proposal to create the subcommittee submitted to CSUL, and approved
	3. Establish a working collaboration with CPC to identify possible cost-saving and other cooperative acquisitions activities such as consortial vendor agreements, development of improved acquisitions and collection reports, impacts of single bib, etc.		3. Acquisitions subcommittee, TSPC, CPC, and FCLA	3. Activities identified and implemented as feasible and cost savings, improved reports, or other efficiencies achieved
	4. Establish acquisitions liaisons with other committees as needed		4. TSPC with agreement of the other committees concerned	4. Liaisons in place and communication with other committees is improved with appropriate mutual benefits regarding committee work

TSPC Objective	Activity	Timeline	Resources Required	Assessment Measures
3.2 Improve reporting functionalities on Aleph data in order to obtain a wider variety of useful reports with a richer array of possible data elements	1. Work with FCLA to improve reporting within the Aleph modules	1-2. 2009 and ongoing (contingent on an up-to-date LC authority file being in place)	1. TSPC and FCLA	1-4. Report options improved in Aleph and Aleph ARROW
	2. Evaluate Aleph and Aleph-ARROW authority reports; recommend improvements or new reports as needed		2-3. Authorities Subcommittee and FCLA	
	3. Create a report that identifies local authority records that match an LC authority record to facilitate the deletion of duplicate local records with usage that conforms to LC practice	3-4. 2009 and ongoing		
	4. Continue to test reports converted to or created in a new report-writing software		4. FCLA, TSPC	.
3.3 Complete the reindexing project begun in 2008	1. Implement the new indexing parameters in production by rebuilding the indexes in each SUL bibliographic database	1-2. 2009 (ongoing if further review needed)	1-2. FCLA, Authorities Subcommittee and TSPC, OPAC Subcommittee, and SUL authorities staff	1. Indexing changes tested successfully and indexes regenerated
	2. Test indexing changes			2. All ILS content retrievable via new indexing structure
	3. Make a recommendation to TSPC on a revised configuration of the scancode.dat table based on revised Aleph indexes	3. 2009	3. Authorities Subcommittee, TSPC, and FCLA	3. Changes made, resulting in more point of cataloging functionality for authority work, consistent across the SULs

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3.4. Promote cooperative authority control	1. Submit a report to TSPC on the various ways in which the SULs could cooperate on authority work	1. 2009	1-2. Authorities Subcommittee and TSPC, SULs staff, and FCLA	1-3. Report submitted and approved. A shared local authority file and participation in the NACO Funnel will give many benefits, including less duplication of effort and other efficiencies, to authority work across the SULs, and, together with a shared LC authority file, will be essential for cataloging in a single bib environment
	2. Explore the feasibility of a shared local authority file	2-3. 2009 and ongoing		
	3. Support Florida Name Authority Cooperative (NACO) Funnel. Participation in NACO allows institutions to concentrate on adding authority records to the shared National Authority File as opposed to building a local file that serves the individual institution only			

TSPC Objective	Activity	Timeline	Resources Required	Assessment Measures
3.5 Improve authority control by testing/implementing the automatic updating of headings in bibliographic records in ALEPH	1. Develop a testing plan for guidance on types of headings to be included and SUL review/approval on how to proceed	1-2. 2009 (contingent on reindexing being completed and an up-to-date LC authority file being in place)	1. Authorities Subcommittee and FCLA	1-2. Automatic updating of headings in bibliographic records linked to an authority record with the ALEPH update field set to 'yes' has been tested according to testing plan
	2. Test the functionality of updating headings in bibliographic records linked to an authority record with the ALEPH update field set to 'yes' (UPD= Y) according to testing plan		2-3. FCLA, Authorities Subcommittee, and SUL authorities staff	
	3. Implement ALEPH update field set to 'yes' functionality for suitable headings	3. 2009 and ongoing		3. Headings in bibliographic records linked to authority records that are suitable for updating with ALEPH update yes functionality are automatically updated
3.6 Continue to coordinate data cleanup activities in our local catalogs in order to improve accuracy of information retrieval and eliminate the display of split facets for the same entity in Mango/Endeca	Identify and agree on cleanup projects and evaluate the feasibility of cleanups based on the benefit of improving access and the staff resources/time required to implement	2009 and ongoing	TSPC, FCLA, and additional staff at each SUL	Data cleanup projects of sufficient benefit to users with sufficient available staff resources/time for implementation are carried out or scheduled

TSPC Objective	Activity	Timeline	Resources Required	Assessment Measures
3.7 Support the work of the UBorrow Task Force	Identify issues and concerns and work with the Task Force to develop solutions or take other appropriate actions	2009 and ongoing	UBorrow task Force, TSPC, and FCLA	Task Force report and recommendations submitted to CSUL

CSUL Core Activity 4. Archive and preserve the scholarly record for use by future members of the communities served by Florida's state universities.

TSPC Objective	Activity	Timeline	Resources Required	Assessment Measures
4.1 Continue to participate in planning for a proposed statewide remote storage facility as it may affect TS operations in the SULs.	Work with the Statewide Storage Task Force and FCLA on developing appropriate bibliographic standards for and providing access to materials that are preserved and archived in a remote storage facility	2009 and ongoing (contingent on the specific recommendations included in the final Task Force report)	TSPC, additional staff in the SULs, Statewide Storage Task Force, and FCLA	Successful implementation of the storage facility

CSUL Core Activity 5. Conduct assessments to achieve preferred learning outcomes and continuous service improvement.

CSUL Core Activity 6. Seek sufficient resources to provide superior services, spaces, and infrastructure.