**Metadata Subcommittee Action Plan for 2011**

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

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| **Area of Focus** | **Activity** | **Timeline** | **Resources Required** | **Assessment Measures** | **Status** |
| Uniform Practices | Develop data input guidelines for SUL regarding key fields that impact shared access to resources. | First half of 2011. | Metadata Subcommittee, TSPC, and FCLA | Standards are created and passed on to TSPC. Catalog reflects adoption of guidelines. | Guidelines for two fields already discussed and being finalized. New fields discussed at each meeting. |
| Uniform Practices | Develop guidelines for record sets obtained from vendors, including decisions on loading of free record sets, coordination among institutions, and deduplication. | Throughout 2011. | Metadata Subcommittee, TSPC, OPAC Subcommittee, and FCLA | Guidelines are developed and passed on to TSPC. Catalog reflects adoption of guidelines. | Discussion of guidelines will begin in first part of 2011. |
| Uniform Practices | Make recommendations on use of options in RDA and whether new fields for RDA (such as 336-338) should display in OPAC. | Second half of 2011, after national libraries announce their decisions on implementation of RDA. | Metadata Subcommittee, TSPC, OPAC Subcommittee, and FCLA | Recommendations are created and passed on to TSPC. Catalog reflects adoption of recommendations. | Subcommittee will review RDA and monitor developments, then wait for decision by national libraries. |