

**TECHNICAL SERVICES PLANNING COMMITTEE**  
**Conference Call, Jan. 11, 2006**  
**Minutes**

The Chair called the meeting to order at 1:35 p.m.

**Present:** Emmett Denny, FAMU; Linda Sobey, FAMU-LAW; Janice Donahue, Maria Berenbaum, Teresa Abaid, FAU; Mary Ann O'Daniel, Daniel Cromwell, FCLA; Catherine Gardiner, FGCU; Susan Wartzok, FIU; Pat Bingham-Harper, FSU-LAW; Suzanne Nagy FSU-MED; Martha Hruska, Naomi Young, UF; Cecilia Botero, UF-HSC; Jean Bostwick, UF-LAW; John Hein, UNF; Susan Heron, USF; Dan North (Chair,) Lynn Shay, UWF (guest)

Members were reminded to update their own information on the Committee's Website.

**Subcommittee Reports:**

The Authorities Subcommittee report was sent out via email. The Subcommittee had a meeting on November 10. Martha asked about the recommendation to have a workshop. Susan Wartzok reported that a survey of members indicated a need for more than handouts. Susan asked whether TSPC could approve a workshop, and Martha suggested that the Subcommittee supply details about what they proposed to accomplish. Dan said that the request should be submitted for approval by the directors at their next meeting on March 9. Mary Ann reported on the progress of subject authority loads and said that series and titles will be loaded next as per TSPC recommendations. The directors had asked when MESH authorities would be loaded, and Mary Ann indicated that she will start working on that after she gets caught up with some bib loads, probably this month.

Naomi Young reported that the CAGER Subcommittee is investigating third-party records such as those distributed by Serials Solutions. They are also discussing the status of Florida Heritage materials and how the cataloging workflow will be handled once all the libraries are up on Aleph. The Subcommittee has elected Kimberly Montgomery, UCF, as vice-chair, chair-elect for 2006-2007. This was approved by TSPC.

Dan noted that the charges submitted to the directors for TSPC and CAGER had been approved by them at their last meeting.

TSPC has been charged with planning a meta-data and cataloging topical summit with DDAC (Digital Development and Access Committee). Discussion ensued as to how to approach the planning process. Susan Heron will approach Todd Chavez, chair of DDAC and also Jim Michael of CAGER. Dan will send a memo to Todd.

The next Joint Meeting will be held Feb 5-7, 2007 at UCF. New committee and subcommittee officers will have to be named by end of this year and cannot wait for the Joint Meeting.

Dan reported that EDI ordering to Midwest at UWF is running smoothly. Midwest is working on an invoicing interface. Martha said that UF is working on loading invoices from serials vendors – EBSCO, Harrassowitz, and Swets – but that no monograph invoices had yet been loaded. USF is testing monographs EDI with Yankee.

Daniel Cromwell is working with Rich Bennett on refining the guest user profile for cross-institutional access to Aleph. This will be tested by UWF.

### **TSPC Priorities for 2006:**

The TSPC Swiki is up and running. Susan Wartzok asked whether we could have a hot link to it from the TSPC Web Page. Mary Ann will investigate. Discussion ensued regarding by whom and how the Swiki should be maintained and how it should be arranged. Any member is allowed to work on the Swiki. Initially, we will try to arrange it by institution.

In regard to Electronic Resource Management (ERM) evaluation and planning, Lynn Shay and Michele Crump will get in touch with the PSPC's Electronic Resources Selection Subcommittee on the topic of Verde and will report back to TSPC.

The OCLC Worldcat Collection Analysis software product has been purchased. Dan reported that the product is "spiffy" and that the Collection Planning Committee (CPC) has started learning how it works. Nobody is sure yet just how we are going to use it. Helen Wigersma at UWF is coordinating this for the CPC to try and determine what information the directors want to get out of the product. The CPC will make some recommendations to the directors after they have become familiar with WCA. A final report is supposed to be given to the directors by next December. Dan asked what the TSPC should or could do in the process, and Martha suggested that we need more guidance from the directors. Dan will ask Helen to let him know when the CPC next recommends something to the directors, and he will share this with the TSPC.

On the subject of the use of more technology by TSPC, Dan and Cecilia want to explore the use of Web tutorials and other interactive electronic means of training. Jason Fleming is looking into doing something along these lines for Macro Express training. Mary Ann said that FCLA is looking into the possibilities for videoconferencing or webcasts.

Martha brought up the problem that record loading in Aleph takes so long and wants to have TSPC put it on its list of priorities so that it could be discussed in the future. Mary Ann discussed the factors that affect the loading and said that indexing is what takes so much time. FCLA already has the largest IBM Unix machine so hardware is not the answer. New versions of Aleph may address the problem but it remains to be seen whether effective solutions will be forthcoming. Martha mentioned that it is very difficult to consider third-party solutions for authority work in view of the record re-loading issues.

The meeting adjourned at 2:40.

Submitted by John Hein