

**TECHNICAL SERVICES PLANNING COMMITTEE**  
**Conference Call, Oct. 5, 2005**  
**Minutes**

**Present:** Martha Hruska, UF (Chair); Emmett Denny, FAMU; Teresa Abaid, FAU; Maria Berenbaum, FAU; Amanda Yesilbas, FAU; Mary Ann O'Daniel, FCLA; Catherine Gardiner, FGCU; Nancy Hershoff, FIU; Elaine Winske, FIU; Jeffrey Bowen, FIU-LAW; Carolyn Goolsby, FSU; Patricia Bingham-Harper, FSU-LAW; Tom Tharrington, NCF; Priscilla Williams, UF; Naomi Young, UF; John Hein, UNF; Susan Heron, USF; Dan North, UWF

**Business:**

Martha asked that the TSPC review and update the membership page. The Directors have acknowledged Martha as Chair and Dan North as Vice-Chair and will restore the Authority Subcommittee to the CSUL structure. Its previous omission was an oversight. Whether the Chair will serve for a calendar or fiscal year will be clarified at the Joint Meeting in November. The Committee will also decide whether to return to bi-monthly conference calls rather than monthly ones.

**Subcommittee reports:**

*CAGER:* Naomi reported that the group's next meeting will be on Tuesday, Oct. 11. They will consider the group's charge and the development of standards by which to evaluate the quality of vendor records. The charge will be presented to the TSPC by November.

*Authority:* Priscilla reported that the Authorities Subcommittee's membership list has been partially updated. As of Oct. 5 the list did not include the following members: Allison Howard (USF-Health), Carolyn Goolsby (FSU), and Ruth Ziegler (FSU). Priscilla will ask Tennille to add those names. The Subcommittee's recent e-mail survey of the SUL's interest in outsourcing authority control and organizing a statewide meeting on authority control in Aleph brought the following responses: (1) Is your library interested in learning more about the subject? 8 yes, 1 no. (2) Should we have a conference call? 9 yes. (3) Should we have a statewide meeting? 9 yes. (4) How many people would attend? As many as 22, depending on the agenda. (5) Is meeting at FCLA okay? 9 yes. Priscilla will ask Mary Ann to send to the Subcommittee an updated list of available dates for holding the meeting at FCLA. There are suggestions that the meeting be held near the time of the Joint Meeting. Martha will tell the Directors that the Subcommittee will choose a time and draft an agenda. Linda Smith's comments will be considered in planning the agenda for the discussion of outsourcing authority control and for the statewide meeting.

**Joint meeting plans:**

*Mentoring:* There was general discussion of the benefits of using the listservs, making contacts, and visiting the Phase 1 and 2 libraries (particularly between freeze and STP). The Joint Meeting will be another opportunity to ask questions and share experiences, but the topic of mentoring will not be a formal agenda item for the meeting.

*Aleph workflows:* Possible topics for this breakout discussion were proposed: The use of Aleph reports in acquisitions, serials, and cataloging; workflows in the different modules; guest client setup; connecting to other databases and interfacing with other tools; item record displays and pattern information in MARC holdings. Martha asked that other suggestions be sent to the TSPC listserv.

*Macro Express:* At the Joint Meeting Jason Fleming will demonstrate Macro Express and John Hein will be available to describe what he has done.

*Data Warehouse:* Donna Alsbury will conduct one session for Technical Services and another for Public Services. Dan asked if Data Warehouse will be transferable to upgrades of Aleph. Mary Ann said most of it will be. This can be discussed further at the Joint Meeting.