

7/1/2009

Executive summary of Cataloging & Metadata Center Work Plan for FY2010

Highest Priorities

A key strategic direction for the Center next year will be significantly expanding its capacity to describe additional digitized collections and materials <item 1 in accompanying spreadsheet>. Activity on multiple projects will take place concurrently. This capacity will be achieved through a combination of expanded shelf-ready processing, pilot testing of cataloging on receipt <items 7-8>, and transitioning responsibility for binding to the Preservation Department <item 23>. We will create a new Cataloging & Metadata Center vision statement with staff.

Other key goals of the Center next year include

- Assuming responsibility for and expediting the work of the Mellon Hidden Collections grant <item 2>
- Supporting YRL Renovation via high priority projects related to the CRIS reference, current periodicals, and maps collections <item 3>
- Implementing new strategies and new cataloging levels, to eliminate print backlogs <item 4>
- Increasing access to non-roman/specialized material/hidden collections <item 5>
- Assisting the implementation of a new E-resource management system <item 26>

We will work creatively to assure continued access to training and development among staff in the current budget climate <item 33>.

Cutbacks

In order to reduce backlogs and build additional capacity for new types of metadata, while assuring that all materials needed for research, teaching, and learning receive at least some kind of bibliographic record, it will be necessary to cut back significantly on the amount of full-level cataloging records the Center provides.

To minimize the impact on users, we will we strive for greater reliance on automation and record sets we can obtain from outside sources. To ameliorate the decline in services we will work more at the network level (WorldCat) and depend more on the cataloging efforts of other OCLC members.

Spreadsheet containing full Unit Work Plan for FY2010 (priorities highlighted in **yellow**):