

***UNIVERSITY OF TENNESSEE LIBRARIES***

**COLLECTION DEVELOPMENT & MANAGEMENT GOALS  
2002-2003**

**Expand access to scholarly resources in print and digital formats.**

1. Prepare budget requests and supporting documentation that describe campus needs for information resources. (Team Leader and CDM Advisory Group)
2. Maintain a prioritized list of needed electronic resources. (Team Leader and Subject Groups)
3. Develop and maintain a prioritized list of needed print resources. (Subject Coordinators, Subject Librarians)
4. Conduct ongoing journals and serials review to assure that current subscriptions reflect highest priorities. (CDM Office and Subject Librarians)
5. Identify priorities for expenditure of library materials endowments. Target subject areas that need start-up funds. Among potential areas are GIS expansion, media studies, and environmental studies. (Team Leader and CDM Advisory Group)
6. Participate in library initiatives to improve collection access, including collaboration on new software (such as SFX) and experimental projects. (CDM Team)
7. Participate in Digital Library Center initiatives by proposing projects, serving on, and supporting project teams. Focus on collection-related issues of content, archiving, and preservation. (CDM Team)
8. Participate in the selection of the next library integrated system to improve access to collections, collection management services, and binding production. (CDM Team)
9. Participate in planning and presenting a Scholarly Publishing Conference for the campus community with the Office of the Provost September 25-26, 2002. (CDM Team, Subject Librarians)
10. Plan and implement a retention review of materials shelved in Storage. (CDM Office, Subject Librarians)

**Preserve information resources acquired and/or accessed by the library.**

1. Develop a long-range preservation plan. (Preservation Office and Preservation Advisory Group)
2. Eliminate the brittle books backlog by making treatment decisions for all remaining materials. (Preservation Office and Subject Librarians)
3. Develop a process to identify reformatting priorities, including those for media collections. (Preservation Librarian and Preservation Advisory Group)
4. Develop a process for conserving endangered books. (Preservation Librarian and CDM Advisory Group)
5. Study information related to preservation of resources in digital and media formats to prepare for developing local policies and procedures. (CDM Team, Subject Librarians)
6. Present preservation workshops and/or training sessions for library faculty/staff and for the UT community. (Preservation Librarian and Preservation Advisory Group)
7. Host a SOLINET workshop. (Preservation Librarian)
8. Promote preservation awareness through public information programs and library displays. (Preservation Librarian and Preservation Advisory Group)
9. Seek grants to support preservation goals. (Preservation Librarian and Preservation Advisory Group)

**Expedite workflow and reduce turnaround time between materials selection and availability through collaboration among Subject Librarians, CDM, and Technical Services.**

1. Evaluate preorder procedures to reduce duplication of effort.
2. Evaluate the process for reviewing incoming approval materials to reduce time before shelving. (CDM Coordinator)
3. Review the process for ordering and providing access to electronic resources to reduce turnaround time and duplication of effort. (Electronic Services Coordinator)

4. Revise the *Serial and/or Electronic Media Request Form* to reflect revised order process. (Electronic Services Coordinator and Collection Management Coordinator)
5. Identify uses of Hodges 310 and, if necessary, make changes in the room arrangement to accommodate materials flow. (CDM Team)
6. Participate in library assessment of space needed for collections. (CDM Team)

**Engage in collaborative projects that improve collection services.**

1. Provide funds to purchase materials that are identified through collaborative collection development. (Team Leader)
2. With ORNL colleagues identify subject areas to be strengthened. (CDM Team)
3. Develop guidelines, process, and support materials for establishing and maintaining productive relationships with Information Alliance counterparts. (Team Leader and Coordinators)
4. Increase knowledge about Information Alliance counterpart subject and collection strengths. (Subject Groups)
5. With Information Alliance counterparts, identify subject interests of new faculty and share information about academic department plans and directions. (Subject Groups)
6. Identify titles in the Information Alliance Serials Archive where UT will be Library of Record. (CDM Team and Subject Librarians)
7. With TENN-SHARE colleagues identify overlap in ScienceDirect and Wiley Interscience and exchange subscriptions where appropriate. (Electronic Services Coordinator and Subject Librarians)

**Provide data and analysis to support Subject Librarians' knowledge of the collection and decision-making.**

1. Continue to explore methods to expand the evaluative component of program reviews and accreditation assessments. (CDM Office)
2. Develop a methodology for using citation analysis as an evaluative tool. (CDM Office)

3. Migrate CDM Journals Database to NT network and expand content as needed. (CDM Office)
4. Develop processes for collecting, synthesizing, and posting to the NT network data about the use of electronic resources, particularly journal aggregators. (CDM Office, Electronic Services Coordinator)

**Increase librarian and staff knowledge through research projects, training opportunities, and participation in conferences. Among the areas of emphasis for the Team are:**

1. Digital and media preservation
2. Changes in scholarly publishing
3. Collaboration with counterparts
4. Improved access to print and electronic collections