

State of Wisconsin/Department of Transportation
RESEARCH PROGRESS REPORT FOR THE QUARTER ENDING: March 31, 2008

Library Connectivity Pooled Fund Project TPF-5(105) http://www.pooledfund.org/projectdetails.asp?id=337&status=4 http://www.libraryconnectivity.org	
Project Title: Consultant Services Consultant: Maggie Sacco, CTC & Associates LLC maggie.sacco@ctcandassociates.com Patrick Casey, CTC & Associates LLC pat.casey@ctcandassociates.com	Project ID: 0092-06-31 Approved Starting Date: 11-11-05 Approved Ending Date: 12-31-08
WisDOT Administrative Contact: Ann Pahnke ann.pahnke@dot.state.wi.us	WisDOT Technical Contact: John Cherney john.cherney@dot.state.wi.us

Progress This Quarter

1. Technical guidance and support to members

- Conducted a site visit to Louisiana Department of Transportation LTRC on March 27, 2008.
- Continued evaluating technology needs and recommend strategies to meet states' technical needs. Priorities included Integrated Library Systems, collection analysis, online subscription resources, and digital content management. ILS recommendations and cataloging solutions for LTRC and Mississippi DOT, and facilitating a resolution with vendors to Tennessee DOT's ILS migration and initial OCLC database upload.
- Provided ongoing technical cataloging assistance to convert bibliographic records into Machine Readable Cataloging format. Specifically, facilitate MARC cataloging activities including adding new items to WorldCat/TLCat, helping eliminate backlogs, and enhancing overall quality of cataloging.

2. Teleconferences

- A teleconference was held on February 19, 2008. Ms. Sacco edited and distributed teleconference agendas and minutes.

3. Promotion of the value and importance of transportation library and information services to top-level transportation administrators

- Research for article submissions to periodicals read by upper management in state DOTs has been conducted this quarter.
- An outline for a panel session with top DOT administrators and the director of NTL, Ms. Amanda J. Wilson, was drafted and participation by Ms. Wilson was secured this quarter.
- Initiated exhibitor and sponsorship at July 2008 AASHTO-RAC meeting next July. Ms. Sacco began working on exhibit displays and materials for distribution this quarter.

4. Workshops for librarians on the value of the Transportation Librarian's Toolkit

- Preliminary work on the content of 1-2 Toolkit Webinars began this quarter.
- Continued disseminating Transportation Librarian's Toolkit electronically and in print.

5. Annual meeting and workshop on strategic planning

- The date and location have been approved by the TAC this quarter. The meeting will be held in Baton Rouge, LA at LTRC, October 21-23, 2008. Logistics and program planning have progressed this quarter with the assistance of LTRC staff. Hotel RFPs went out and proposals were received for evaluation. A draft agenda has been submitted to the planning committee.
- A strategic planning workshop is in development for annual meeting participants.

6. Project Web site
 - A TAC calendar was created and posted on the Web site with all relevant dates and events updated throughout the quarter.
 - Updates and news items are posted on a bi-weekly basis.
 - Member state profiles have been made available for download in PDF format via an interactive map of states.

7. Support of members in their efforts to form and grow regional Transportation Knowledge Networks
 - Continued to assist with progress of the regional TKNs (Midwest, Western and Eastern) through communication with pooled fund member states and participation in monthly teleconferences.
 - Provided ETKN membership information to Mississippi DOT and LTRC.

8. Collaboration with the National Transportation Library, the new AASHTO RAC Task Group on TKNs and others
 - Secured an agreement from NTL to provide one annual TLCat data report in conjunction with TRB LIST meeting, to be distributed widely for TLCat informational and promotional purposes. A bi-annual reporting schedule is under consideration.

9. Facilitation of payment of OCLC and TLCat subscriptions for eligible pooled fund members
 - 2008 subscription pricing was negotiated at the federal library subscription rates for set-price subscriptions.
 - Pricing for new members was secured.
 - Pooled fund subsidies were within budget.

10. Implementation of focused research and technology projects
 - Solicited input from the TAC for candidate research and technology; one proposal was submitted this quarter and another was initiated.
 - Solicited input from the TAC and wider library and research community for suggestions for an NCHRP Synthesis topic
 - A Synthesis topic was developed with input from the lead investigator, TAC members and others and submitted to all three synthesis programs (NCHRP, TCRP and ACRP) on behalf of Washington State DOT; Virginia DOT; Wisconsin DOT; the National Transportation Library, USDOT Research and Innovative Technology Administration; the TRB Committee on Library and Information Science for Transportation (ABG40); Frances Harrison, on behalf of the TRB Data and Information Systems Section Metadata Subcommittee (ABJ00(2)).

Work Next Quarter

1. Technical guidance and support to members
 - Site visits to Mississippi DOT, California DOT, and Missouri DOT will take place next quarter.
 - A site visit report for LTRC will be provided to TAC and posted to Web site.
 - Continue evaluating technology needs and recommend strategies to meet states' technical needs. Priorities included Integrated Library Systems, online subscription resources, and digital content management.
 - ILS implementation and cataloging solutions for LTRC and Mississippi DOT, and satisfactory resolution of Tennessee DOT's ILS migration and initial OCLC database upload.
 - Continue to provide technical MARC cataloging assistance on an as-needed basis.

2. Teleconferences
 - A teleconference is scheduled for April 17 2008.

3. Promotion of the value and importance of transportation library and information services to top-level transportation administrators
 - At least one article submission to periodicals read by upper management in state DOTs
 - Solicit support and sponsorship for TRB 2009 panel session with top DOT administrators and the director of NTL, Ms. Amanda J. Wilson
 - Register pooled fund as exhibitor and Bronze sponsor for July 2008 AASHTO-RAC meeting. Complete exhibit displays and compile materials for distribution.
 - Compile a tentative list of AASHTO committee meetings that in the next six months might be good venues for making a presentation on the value of library and information services to planning, design, construction, operations and maintenance engineers

4. Workshops for librarians on the value of the Transportation Librarian's Toolkit
 - Develop content for Toolkit Webinar to be delivered in June 2008.
 - Continue disseminating Transportation Librarian's Toolkit electronically and in print.
 - Consult with the TAC to identify transportation organizations that should be notified of the existence of the Toolkit and how to access it online: DOTs, UTCs, industry associations, etc.

5. Annual meeting and workshop on strategic planning
 - Teleconference with planning committee on logistics and program planning.
 - Select accommodations and finalize contract with hotel.

6. Project Web site
 - Continue to maintain TAC on the Web site with relevant dates and events updated throughout the quarter.
 - Continue submitting updates and news items are posted on a bi-weekly basis.
 - Add LTRC profile to Web site
 - Develop matrix of site profiles

7. Support of members in their efforts to form and grow regional Transportation Knowledge Networks
 - Continue to assist with progress of the regional TKNs (Midwest, Western and Eastern) through communication with pooled fund member states and participation in monthly teleconferences.

8. Collaboration with the National Transportation Library, the new AASHTO RAC Task Group on TKNs and others
 - Continue to work on securing a bi-annual reporting schedule for TLCat data.

9. Facilitate of payment of OCLC and TLCat subscriptions for eligible pooled fund members
 - Cataloging, resource sharing and access subscriptions (June 2008)

10. Implementation of focused research and technology projects
 - Develop Outsell proposal for TAC approval
 - Proceed with funding and facilitating projects approved by TAC.

Circumstances Affecting Progress/Budget:

None