GANNETT MEMORIAL LIBRARY – DIVISIONAL GOALS

2012 – 2013

Institutional Priority (IP)

Provost Area Goals (PG)

Library Goal 1 - (IP 3; PG 8) Create long-range plan for the Library (by May 31, 2013)

- Gather information for creating long-range plan
  - Complete library program assessment (December, 2013)
  - Hold staff retreat/meetings to address long range plans
  - Partner w/others on campus for feedback
  - Include budget needs
  - Include staffing needs
  - Incorporate Learning Commons Plan into L-R Plan
    - Add a technology segment to plan in partnership w/IT
      - Assess feasibility of emerging technologies
    - Identify services and processes to retain, adjust, discontinue, or add.
    - Identify user space (i.e., Separate area in library for faculty)
- Review plan with all library staff
- Submit plan to College Leadership

Goal 2. (IP 2; PG 5, 5a; IP 4; PG 12) Complete the planning and implementation of the Utica College Library Learning Commons

- Complete the move of the Writing and Math Centers into the library. (August 31, 2012)
- Propose an integrated plan for the development of the Learning Commons
  - Assess "must haves" vs. "wants"
  - Equivalent services for on-line students
  - Create documentation and develop needed policies
  - Assess current and/or identify and develop new functions and services to be offered at each service point, including, the Information Desk, Circulation, Help Desk, etc.
  - Based on feedback create a design and layout:
    - Consult with experts
      - Furnishings
      - Colors Spaces/walls
      - Function of the spaces
      - Timeline and budget
    - Identify services, constituents, to design space including:
      - Media move
      - Tech Services and Circ. Designs
      - Other to be determined from feedback and other identified groups
- Disseminate plan to stake holders and get feed back
- (Long Range) Assess each element of the learning commons (Feedback loop)
- Identify specific elements to assess its impact on student learning outcomes

Goal 3. (IP 2; PG 5, 5a; IP 4; PG 12) Extend the reach of the library, promoting the library as the center of learning at UC on and off campus (Planning for mobile computing and social media)

- Identify committee to develop a plan to promote the library, including:
  - Communicating services, changes and market what we have as well as what we would like to have
  - Exploring possibilities of and refine venues of communication
- Solicit feedback on existing and possible other services, surveys, etc.

GOAL 4. (IP 3; PG 8) Assessment: Assess the impact of library services on student success and learning outcomes.

- Develop tools that help us assess library services, including instruction, and determine its impact on student academic outcomes.
- Develop tools that provide feedback from all constituents, regarding their use of library resources and services.
- Re-design the library component of the First Year Seminar program making it more relevant and interactive

GOAL 5. (IP 4; PG 12) WMS implementation

- Create a timeline and budget proposal for WMS implementation
- Implement RDA cataloging changes in March 2013
- Continue staff training
- Generate OCLC holdings for the library/media center's multimedia (required for WMS implementation),
- Complete the department's print serials holdings update project,

Goal 6. (IP 2; PG 5, 5a) Prepare for increase in services and their use due to growth of online programs.

- Define the role of the library in preparing for the demands from the growth of online programs, including staffing needs
- Implement e-reserves within learning management system.
  - With the assistance of the CIL staff, develop and implement an electronic reserve system in both UC ANGEL and in the Orbis ANGEL learning management system for all programs. (January 2013)
- Improve efficiency of ILL operations to prepare for increased transactions based on needs assessments
  - Create ILL LIBGUIDE with documentation for library staff and students
  - Evaluate and adjust staff responsibilities
  - Investigate technical add-ons and enhancements and implement as is deemed prudent
- Improve efficiency of Reference services based on needs assessments
- Improve efficiency of Instruction services based on needs assessments

Goal 7. (IP 4; PG 12) Review and update electronic reserves policies in accordance with the ruling of the Georgia State University case. (August 15, 2012)