

RUTGERS UNIVERSITY LIBRARIES PRIORITIES, 2018–2020

C/O = carry over

Priority/Activity	Status
Clarify Communication and Decision-Making	
Overarching goals: To connect decisions and activities to associate university librarians, assistant vice presidents, and library directors and to improve the effectiveness and communication of Cabinet.	
Activities initiated in previous years	
1. Establish unit priorities and goals, metrics, and additional budget accountability. (2016)	C/O - Organizational Planning, Budgeting, Structure (OPBS, U)
2. Align the organizational structure and budgets for local vs. central, particularly in areas of interlibrary loan, instruction, Access Services, shipping, media support, software and services for reference and instruction, and communications and marketing support. (2016)	C/O – OPBS, U
3. Ensure that policies on the website reflect current practice. (2016)	C/O – website (All)
4. Align support for health sciences community on Piscataway campus that acknowledges the funding source and the current organizational structure.	C/O – OPBS/RBHS/NB
5. Charge a group to recommend a process to prioritize cataloging projects that takes into account the available staff.	C/O – this was put on hold until Alma implementation. Now replaced with activity that does not include a group charged by Cabinet.
6. Charge a group to recommend a transparent process to prioritize collection management projects (weeding, moves, etc) that takes into account the available staff.	C/O – this was put on hold until Alma implementation. Now replaced with activity that does not include a group charged by Cabinet.
7. Charge a group to recommend a process and template for routine digital projects.	C/O – SUS (Charged). Hand-off to Director of SUS to complete process.

Priority/Activity	Status
<u>New activities for 2018–2020</u>	
<p>1) With the directors, develop an assessment framework that measures success and sets benchmarks in all areas. (2016) Focus on Instruction/Reference/Services. Assessment goals from unit plans:</p> <ul style="list-style-type: none"> a) Develop a mechanism to better count specialized reference and instruction activities (RBHS) b) Conduct survey to determine user satisfaction. Report number of onsite instruction (classes) and reference questions from RBHS students (RBHS) c) Document exhibit participation and associated promotional activities (RBHS) d) Collect and analyze use statistics and acquisitions data in support of increased staff (RBHS) e) Implement assessment program to collect data that will identify user priorities and needs and inform staffing (Newark) f) Implement ongoing assessment program to identify user priorities and needs (Newark) g) There is activity in Camden related to assessing academic writing. Possible opportunity for the library (Camden) h) The NB plan contains multiple mentions of items that should be counted (NB) [# of workshops number or reach of materials, # of exhibitions and audiences, number of modules created, number of sessions taught, number of participants, number of consultations, time spent, READ scale, feedback on surveys, # development contacts gathered, # classes in Special Collections] 	C/O – Assessment Librarian
2) Charge a team to coordinate LibQUAL+ survey (infrastructure)	UL
3) Develop a strategic plan or framework (Camden, NB, RBHS)	UL
<p>4) Develop and publish processes for:</p> <ul style="list-style-type: none"> a) Grants b) Fundraising and Development c) Cataloging gifts d) Weeding e) Digital projects including website and routine vs. non-routine 	UL
5) Transfer reporting to Alma Analytics	Assessment Librarian, OPBS, CSRS
6) Implement new Alma features including report generation, resource description, system administration, and user management	ExL, IIS

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Strengthen Information Control	
Overarching goals: To provide our users with intuitive access to the most reliable source of content. This covers discovery, library services platform, and Libraries websites.	
New activities for 2018–2020	
1) Implement Primo – basic functionality as close to out-of-the-box as possible	ExLibris Implementation Team (ExL)
2) Make all website changes necessary to support Primo implementation	ExL, SUS
3) Acquire and deploy BrowZine	ExL
4) Integrate RBHS LibGuides into A-Z list	SUS
5) Ensure that policies on the website reflect current practice	C/O - UL
6) Incorporate social networking as a channel for deploying virtual reference services (Newark)	SUS
Optimize Collection Development and Management	
Overarching goals: to create systems by which we can identify and address needs in the university community and leverage our internal efficiencies and cost effectiveness to meet those needs in a collaborative and equitable way.	
Activities initiated in previous years	
1) Strengthen collection assessment and achieve better efficiencies by developing an assessment framework that measures success and sets benchmarks in all areas. (2016)	C/O – Assessment This item will be taken out of scope of the Assessment Librarian and be done in SC&C
2) Clarify roles of directors/AUL/selectors in balancing and allocating collections to support university programs and initiatives.	UL
3) Streamline fund codes to improve administration, reporting, and purchasing process.	C/O – OPBS, CSRS
New activities for 2018–2020	
1) Implement all collection management aspects of Alma, integrate with Primo (Licensing, vendor management, ordering, receiving and invoicing)	ExL
2) Implement new basic course reserve and circulation functions with a goal of efficiency through standardization and simplification	SUS
3) Streamline document delivery and ILL	SUS, CSRS (ILL)

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4) Pilot patron/demand driven acquisitions with STEM team and 'local collection budget'.	CSRS, NB
5) Review and withdraw non-barcoded items (Newark)	CTS
6) Withdraw duplicate depository items (Newark)	CTS
7) Move materials from Archives II to 4 th floor (Newark)	CTS
8) Continue the development of the Dana Archive (Newark)	CTS, IIS
9) Weed Annex (on hold, but could be considered if resources become available) (NB)	CTS
10) Weed Alex basement (for OIT), LSM 3 rd floor (NB, RBHS improvements)	CTS
11) Weed Elsevier and Wiley bound journals from Smith and RWJ (RBHS)	CTS
12) Weed Smith Library Reference collection (RBHS)	CTS
13) Review duplication of monographs in RWJ (RBHS)	CTS
14) Reduce the IJS backlog (Newark)	CTS
Enhance Student Support	
Overarching goals: With a focus on undergraduate success, the Libraries will provide robust and comprehensive reference services and assess and support in-person and online library instruction.	
1) Assess instructional participation across the undergraduate curriculum. Negotiating new metrics with the Assessment Council for Student Assessment that better reflect library participation in the undergraduate curriculum. (2015)	C/O - Assessment
2) Refine Open and Affordable Textbooks Program.	C/O - UL
3) Charge a task force to investigate the acquisition and implementation of information literacy modules in order to provide a sustainable online tutorial.	Completed
4) Library directors will articulate which instruction- and student support-related "priorities" are central and local and draft a roadmap for implementation.	C/O - UL
New activities for 2018–2020	
1) Revise instruction modules given Primo implementation	ExL
2) Implement Credo on-demand and Credo Education	SUS (ILC)
3) Develop technical infrastructure for instruction to coordinate and support: <ul style="list-style-type: none"> a) Credo b) Pressbooks c) Leganto 	UL

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4) Add Library courses to Canvas (RBHS)	(Instruction)
5) Work with HLLC administration to integrate library instruction (Newark)	(Instruction)
Determine Strategies and Capacity for Advanced Services	
<p>Overarching goals: Determine capacity for advanced services, including scholarly communication, advanced research support, and special collections. To build an infrastructure that leverages the Libraries expertise, services, and resources to reflect and advance the mission of the university. We are one piece in a larger strategy and our activities should support localized university goals. We need to apply resources in ways that consider local partnerships, infrastructure capacity for new work and existing obligations, and available resources and technology.</p>	
Special Collections	
1) Implement Special Collections infrastructure that is informed by the SC/UA reference architecture recommendations.	UL
2) Establish standards for ArchivesSpace	UL
3) Digital Projects: a) Virgilio Collection (Camden) b) Digitize and preserve high-risk audio recordings (Newark)	SUS
Advanced services	
1) Provide an evaluation of the open access policy to SVPAA	UL
2) Define the libraries role in advanced research support at Rutgers a) Participate in the NJEDA Pure initiative, explore future support b) Lead the campus ORCID implementation, explore opportunities for additional profile software and integration of campus systems c) Explore long-term solutions for research data management with OARC	UL
3) Investigate RUCore replacement(s)	UL
General infrastructure support needs	
Technology related	
1) Expand technology lending program (Newark)	CTS
2) Install catalog kiosks on the first and second floors (Newark)	IIS
3) Purchase additional devices and a secure storage solution (Newark)	IIS
4) Explore various means to provide access to the audio and video in IJS (Newark)	IIS
5) Partner with OIT to provide 3D printing service to our students (Newark)	IIS

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Communications related	
Wayfinding (Camden, NB, Newark)	LComm
Health Sciences libraries newsletter (RBHS)	LComm
Develop a communications team and plan (NB)	UL