

Portland State Library

Priorities and Goals for 2008-2009

Portland State University

<p>Priority 1: To collaboratively develop the Library as a vital intellectual and cultural resource.</p>	<p>Priority 2: To advance and improve the Library’s ability to implement successfully the Library’s goals in support of campus priorities.</p>	<p>Priority 3: To extend user services and information resources to foster student opportunity and success, sound research, new knowledge, and critical thinking.</p>
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Goal 1

Strategically develop and preserve collections in support of the University’s mission.

Goal 2

Identify, collect, preserve, organize, and make accessible University archives, significant collections, and rare or unique materials relevant to Portland State’s research, teaching, or engagement mission.

Goal 3

Enhance engagement with internal and external partners to extend University services and collections.

Goal 4

Expand information literacy efforts on campus, within the Portland community, and the state to strengthen student success by increasing learning opportunities/abilities.

Goal 5

Provide sustainable environments that adapt to changing academic needs, and provide inviting spaces and services for research, study, teaching, working, social interactions, and engagement.

Goal 1: Strategically develop and preserve collections to support the University's mission.

Initiatives

a. Increase online access to resources

[Resources: \$351,000 one-time University investments, \$961,000 permanent University investment; faculty and staff time to implement, manage, analyze, and sustain]

1. Finish conversion of social science titles from print to electronic, where appropriate, and continue to transfer titles from the SwetsWise platform to EBSCO's Electronic Journal Service
2. Keep abreast of vendor offerings for delivering individual articles in the event of significant serial cancellations.
3. Continue the development and updating of the serials decision database in order to provide quantitative information to support collection management and growth decisions
4. Spend 10% of monograph budget on e-books (contingent on budget)

b. Collaborative collection and space analysis

[Resources: 700 hours of faculty and staff time, 1.0 faculty to replace selectors' time at reference desk, 1.0 staff for catalog revision, \$220,000 in student hour wages for physical handling of the materials, project support from Library Technologies]

1. Deselection and Collection Redistribution projects
2. Sustainable Collection Development project
3. Participate in planning and advocacy for the Orbis Cascade Alliance Regional Library Services Center
4. Continue planning for relocating off-site collections
5. Continue transferring titles from SwetsWise platform to EBSCO Electronic Journal Service.
6. Investigate and evaluate the services offered by monographic vendors mindful of potential large scale changes in the Library's resource sharing software/hardware platforms and the resulting impact on consortial collection development activities

c. Develop plans for digital information infrastructure (institutional repository) which preserves Portland State's unique scholarly and research output

[Resources: Library Technologies programming time, time for faculty and staff working on task force]

1. Identify relevant collections, partners and implementation strategies
2. Carry out a one-year pilot project with the Office of Graduate Studies, OIT, and other stakeholders for voluntary electronic submission of students' theses and dissertations by selected departments at Portland State University.

Goal 2

Identify, collect, preserve, organize, and make accessible University archives, significant collections, and rare and/or unique materials relevant to Portland State's research, teaching, or engagement mission.

Initiatives

- a. Review, revise, and/or develop policies, staffing plans, and operational procedures for accepting donations of special materials and collections; accessioning, organizing and preserving the material; and managing the Library's Special Collections.
[Resources: \$52,087 permanent University investment (including one new FTE Library Technician 3 position); University Archivist/Head of Special Collection's time]
 1. Determine how to measure the use of Special Collections materials and its relevance to the Universities strategic priorities.
 - i. Keep statistics tracking Special Collections related questions and contacts received by library faculty and staff
 - ii. Track the use of Special Collections materials by both internal and external patrons
 - iii. Record the number of hours the collection is open to access each week
 - iv. Analyze usage trends for Special Collections and use information for future planning regarding the collection.
 2. Targeted promotion of the collection and what it has to offer to the University community.
 - i. Participate in a pilot project with OIT to gauge the feasibility of using MDID open-source digital image collections software to make the University's Photo Archives searchable and accessible via the Web.
[Resources: Library Technologies time, server setup/maintenance, and programming; catalog time for metadata work, possibly some Library staff time to contribute for scanning and processing tasks.]
- b. Working with relevant campus organizations and State of Oregon institutions, review, revise, and/or develop policies, staffing plans, operational procedures for accessioning, organizing and preserving the University's archives material
[Resources: University Archivist/Head of Special Collection's time]
 1. Determine how to measure the use of University Archives and its relevance to the Universities strategic priorities.
 - i. Library faculty and staff will track all Archives related queries and contacts so we can track potential usage.
 - ii. Maintain a detailed recording of hours that the University Archives are open for access
 - iii. Maintain a detailed accounting of materials usage throughout the year
 - iv. Analyze usage trends for University Archives and use the information for future planning regarding the archives.
 2. Promote the University Archives to the campus community, further enhancing its use by the University community.

- c. Process archival and manuscript collections
[Resources: \$52,087 permanent University investment (including one new FTE Library Technician 3 position); grant or other external funding]
 - 1. Process the Gates, Kafoury, Katz, Roberts, and MacColl Collections by June 2009
 - i. Processing archival and manuscript collections
 - ii. Creating finding aids, EADs, and collection-level MARC records
 - iii. Advertising the availability of the collection contents.

- d. Develop the infrastructure for purchasing Special Collections materials through the Gordon Hunter Endowment and work with Development Officer to solicit additional gifts and establish additional endowments (Library will begin receiving an annual payout of 4.5% from the Gordon Hunter Fund in July 2008.).
[Resources: Staff time including Archivist, Acquisitions, and Development Officer]
 - 1. Report annually to the Oregon Community Foundation the use of the funds
 - i. Funds can only be used for the purchase of rare materials for Special Collections
 - 2. Identify in the bibliographic record that the item is part of the Gordon Hunter Collection

Goal 3

Enhance engagement with internal and external partners to extend University services and collections.

Initiatives

- a. Produce and support programs and exhibits that contribute to campus and community intellectual and cultural life
[Resources: Funding to promote and host events and exhibits; staff time to coordinate, promote, and host events]
 1. Opening event for Dark Horse gift in October 2008
 2. Partner with the Multnomah County Public Library and the Portland State English Department on the Everybody Reads program
 3. Take part in Oregon Archives Month in 2008
 4. Participate in and support the statewide Oregon Reads 2009 Program
 5. Host a September Project exhibit and presentation
 6. Host a Friends of William Stafford poetry reading and exhibit
 7. Participate in Portland State's Dr. Martin Luther King Commemoration events and exhibit
 8. Further develop partnership with the Oregon Historical Society and Portland City Archives
 9. Explore establishment of faculty author discussion series
 10. Plan displays to support Oregon sesquicentennial and Lincoln birthday bicentennial

- b. Strengthen campus partnerships by fostering local, regional, national, and international relationships
[Resources: Funding to promote and host events; staff time to coordinate, promote, and host events; space in which to host program or event; technology to support activities]
 1. Work with both the Writing Center and Academic Advising to establish regular and ongoing services in the Library
 2. Provide leadership in the Copyright Working Group and in scholarly communications
 3. Participate in the Horner Exchange
 4. Collaborate with student groups on campus, e.g., Film Committee
 5. Strengthen relationships with Center for Academic Excellence, President's Diversity Initiative and the Multicultural Center
 6. Participate in planning regional repositories
 7. Encourage librarian and administrator participation in key University committees
 8. Provide de-selected materials first to campus departments, then to sister libraries at Nanjing University and Soochow University (at their expense).

- c. Enhance professional partnerships
[Resources: Faculty and staff time to participate in relevant activities; funding for travel to enable participation in professional organizations; funding and staff time to coordinate, promote, and host events]
 1. Increase participation in state and federal legislative initiatives having an impact on higher education and libraries

2. Organize/host faculty and staff development opportunities such as webinars, lectures, and brown-bag series
 3. Sarah Beasley to serve as Oregon Library Association Past President
 4. Helen Spalding to serve as elected member of PORTALS Executive Committee, Orbis Cascade Alliance Executive Committee, and Portland State Bookstore Board
- d. Pursue external sources of funding including private grants, government grants, major gifts, pledge payments, and endowments
[Resources: Materials and staff time to apply for and manage grants; staff to interact with Starbucks and formalize relationships]
1. Increase partnership opportunities with Starbucks
 2. Pursue grant opportunities, e.g. Library Services and Technology (LSTA), National Historical Publications and Records Commission (NHPRC), Institute of Museum and Library Services (IMLS), Oregon Council for the Humanities
 3. Solicit funding from ASPSU in support of extended services, collections, or facilities
 4. Partner with academic units in mutually supportive grant and fundraising activities.
- e. Work with campus units such as OIT, the Center of Academic Excellence, the Instructional Design Team, and Extended Studies to integrate library resources and services within campus systems.
[Resources: Faculty and staff time for meetings, Library Technologies time, systems enhancements, and programming]
1. Lead collaborative meetings between Library Faculty and Instructional Designers on campus, to share information and enhance instruction on campus.
 2. Explore single-sign-on integration between Blackboard and library systems, while working on embedding library links and resources in Blackboard.
 3. Participate in myPSU portal implementation and ongoing system administration of Library's tabbed section.

Goal 4

Expand information literacy efforts on campus, within the Portland community, and the state to strengthen student success by increasing learning opportunities/abilities.

Initiatives

- a. Prioritize instructional activities within the broader context of Reference and Instructional services
[Resources: Technical support for instructional design]
 1. Collect data on user needs and preferences
 2. Develop strategies for focusing services in light of decreased resources
- b. Develop and implement strategy to work with academic departments to integrate information literacy skills into their curricula; continue to increase teaching and learning opportunities
[Resources: Reallocate Library faculty time]
 1. Develop strategy in dedicated meetings
 2. Subject librarians approach selected departments
 3. Assess resource needs and make decisions about moving forward
 4. Work with University Studies to include and assess Information Literacy competencies in electronic portfolios
- c. Participate in initiatives to develop information literacy goals
[Resources: No additional]
 1. Collaborate with community college partners to address transfer students' information literacy needs
 2. Develop relationships with school librarians to promote information literacy in primary and secondary education
 3. Participate in state-level discussions on information literacy
- d. Integrate information literacy into campus distributed education
[Resources: No additional]
 1. Participate in the University's implementation of Blackboard
 2. Information literacy goals articulated for online courses
 3. Develop online modes of library instruction delivery
- e. Participate in University's "Learner Web" (LW) Project
[Resources: Portland State was awarded a major national grant by the Institute for Museum and Library Services (IMLS); reallocate Library faculty time]
 1. Improve coordination and integration efforts to assist underserved and underprivileged students on the Portland State campus.

Goal 5

Provide sustainable environments that adapt to changing academic needs, and provide inviting spaces and services for research, study, teaching, working, social interactions, and engagement.

Initiatives

a. Improve Library learning spaces

[Resources: Funding]

1. Collaborate with CPSO on improving Library & University security
2. Further improve student study rooms: install PCs and whiteboards in selected rooms
3. Install power outlets in study areas (contingent on funding)
4. Ability to turn off lights on second floor (contingent on funding)
5. In partnership with Facilities, replace curtains and pursue replacement of roof (contingent on funding)

b. Continually improve cost effectiveness of operations

[Resources: Funding; Library Technologies' OS/Network Analyst Time; software as needed]

1. Consider moving to a Zero-based budgeting model which would help us align the Library budget with the Library Strategic Plan and the University's Plan.
2. Assess card reader situation
3. Explore implementation of assessment tools such as Ulrich's Serials Analysis System: provides selectors with evaluative information on print and electronic serials, helping to make cost-effective purchasing decisions (\$10,000-12,000).
4. Assess R2 Workflow Analysis report. Implement appropriate recommendations.
5. Plan and implement strategies for Library Annex when the lease expires in July 2009.
6. Complete projects in preparation for moving from Bancroft: create moving plans, complete Missing Books & De-selection projects
7. Locate and lease suitable space for unique materials such as University Archives, Dark Horse, and paper-format copies of serials for which we have electronic access.
8. Server consolidation: Make more efficient use of server resources by conducting a server consolidation project. Take advantage of the latest server consolidation and virtualization technology that will allow the Library to contain or reduce the number of physical servers in its fleet, even as the use of all servers' capacity is increased.
9. Conduct campus-wide LibQUAL+ survey to assess perceptions of Library service quality
 - i. Run nationally normed LibQUAL+ survey in Fall 2009
 - ii. Analyze survey data and present findings to Library faculty and staff
 - iii. Establish a Library assessment website to keep campus informed of Library improvements and responses to survey data and user comments

c. Sustainable Technology initiatives

[Resources: \$30,000 one-time University investment, \$107,458 permanent University investment (including two new FTE Library Technician 2 positions); Resource Sharing Implementation Team's time; Library Technologies Team's time, programming, systems work, staff training time, and expenditures as detailed in Strategic Investment Priority #2]

1. As a member of the Orbis Cascade Alliance, the Library must migrate its Summit resource-sharing system functionality from Innovative's INN-Research software to

OCLC WorldCat. This project requires a transformation of the Library's Resource Sharing infrastructure and operations.

d. Pursue additional sources of revenue

[Resources: Development Director's time; reallocate Library faculty and staff time]

1. Development Director to create a Development Strategic Plan
2. Development Director and University Librarian to establish a Library Advisory Council
3. Library Development Director will begin establishing and strengthening donor relations, oversee creation of fund raising materials, establish annual Library fundraising goals, and work with University Development on university fundraising initiatives.
4. Library Development Director will apply for private grant opportunities to support Library initiatives.
5. Explore possibility of a internet café on Library premises
6. Move beverage and snack machines to 1st floor of Library