STRATEGIC PLANNING AND INSTITUTIONAL EFFECTIVENESS
2012-2013 Unit Action Plan – Year Three

Unit Name: _____**Library**_____

Unit Mission
The Rogers State University Library provides information resources and expertise that support the intellectual and cultural development of students, faculty, staff, and community members.

Goal 4: Leverage Resources This *Unit Action Plan* Specifically Supports Commitment(S) __4____. **Commentary:** Students pay a $5.50 fee per credit hour for library automation and materials. The university is receiving significant funds from this fee (fall semester 2011 $274,389.50 for 49,889 credit hours & spring semester 2012 $248,407 for 45,165 credit hours). The library's automation and materials budget is substantially below this amount. We are falling behind most of our peer regional university libraries because of the lack of state of the art technology in the library. We have not been able to bring forward requests for Capital equipment since FY 2007. In order to remain competitive with our peer regional university libraries we need access to some of the library automation and materials fees that have been collected in order to purchase high priority items that have been identified by library staff. We were very pleased to receive a state of the art scanner for digitizing collections from the office of Academic Affairs this fiscal year.

Plan for 2012-2013 This section due by May 4, 2012.				Report for 2012-2013 This section due by April 1, 2013.	
Objective	Evaluation Measure	Performance Standard	Action	Data/Findings	Status
4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Library Technology Capital resources	Identify and attempt to acquire technology with the potential to support the library mission, and that is currently being used successfully by peer institutions	Request purchase of technology with the potential to support the library mission. (see budget request supplement, pp. 5-7)	We were able to purchase three items off our budget request supplement for this fiscal year. The biggest item off our budget request was the $2,700 for our Director Station upgrade. This was made possible by the computing services department which upgraded our Sirsi Symphony automation system to the Cloud and as well as upgrading the Director Station to a total cost of $11,700 in October 2012. Through the Institute of Museum and Library Services we received a $4,000 grant for our Oklahoma Library Literary Skills Initiative Project. This grant was in conjunction with six academic libraries in the state. We purchased two Logitech HD Pro Webcams costing $199.38 which was an item on our budget request supplement. Finally we purchased three iPad 2's (which was on the budget request	Completed

Plan for 2012-2013 This section due by May 4, 2012.				Report for 2012-2013 This section due by April 1, 2013.	
Objective	Evaluation Measure	Performance Standard	Action	Data/Findings	Status
				supplement) for $1,197 ($500 from the Chapman Foundation, $500 from OSRHE and $197 from the library budget).	

Goal 5: Enhance Institutional Accountability
This *Unit Action Plan* Specifically Supports Commitment(S) __5____.

Plan for 2012-2013 This section due by May 4, 2012.				Report for 2012-2013 This section due by April 1, 2013.	
Objective	Evaluation Measure	Performance Standard	Action	Data/Findings	Status
5.2 Evaluate continuously university processes, structures, activities and outcomes; modifying as appropriate	Student Instruction Library Survey	Composite score of 75% or higher from survey participants	Teach students the skills necessary to access and evaluate information resources	In 2012-2013 library instructors scored 3.65 out of 4 on the student instruction satisfaction survey. 95.4% of the 435 students surveyed were satisfied or very satisfied with all nine of the topics measured by the survey. This represents an increase from 93.18% in 2011-12, a particularly notable improvement given a near-doubling of the number of students survey, as well as half of the current instruction librarians have started work since January of 2012.	Completed

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Plan for 2012-2013 This section due by May 4, 2012.				Report for 2012-2013 This section due by April 1, 2013.	
Objective	Evaluation Measure	Performance Standard	Action	Data/Findings	Status
5.2 Evaluate continuously university processes, structures, activities and outcomes; modifying as appropriate	Track percentage of digital materials purchased	17.9% of faculty-ordered books in FY11-12 were purchased in eBook format. Our goal is to purchase 25% of all faculty selected books as eBooks in FY12-13.	Purchase eBook versions when multiple formats of requested items are available, and/or purchase digital collections that support university programs	We had 582 total book titles selected by faculty from July 1, 2012 through March 31, 2013. Of those total book titles, 164 were eBooks which accounted for 28% of the total and 418 were print books for 72% of the total. We exceeded our performance standard of 25% by 3%.	Completed
5.2 Evaluate continuously university processes, structures, activities and outcomes; modifying as appropriate	The most recent available ACT Survey of Student Opinions	Satisfaction rate of 3.9 or better	Provide excellent customer service	The library ranked first among student satisfaction with college services at 4.05 from the 2012 ACT Survey of Student Opinions. The 4.05 exceeds the performance standard by 0.15%.	Completed
5.2 Evaluate continuously university processes, structures, activities and outcomes; modifying as appropriate	LibQUAL+ Library evaluation	Implement LibQUALI+ Assessment	Implement LibQUAL+ Assessment	The library paid $3,200 in September 2012 to the Association of Research Libraries for the cost and fee of LibQual. In January 2013, Associate Director Sarah Clark attended the LibQual training in Seattle Washington. We will launch the LibQual survey in the fall semester of 2013.	Ongoing

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Goal 1: Advance Academic Excellence This Unit Action Plan Specifically Supports Commitment(S) __1____.

Plan for 2012-2013 This section due by May 4, 2012.				Report for 2012-2013 This section due by April 1, 2013.	
Objective	Evaluation Measure	Performance Standard	Action	Data/Findings	Status
1.4 Provide effective faculty and staff development in support of intellectual, professional, and personal development	Library Book Club – "simple, inexpensive tool for professional development that may be more effective than traditional training" (Library Staff Development: How Book Clubs Can Be More Effective and Less Expensive than Traditional Trainings. *College & Undergraduate Libraries* 18, 170-182, 2011)	Implement Library Book Club with at least one book covered during the July 1, 2012 through March 30, 2013 time period	Provide at least one Library Book Club for professional development for library staff	All full-time library staff read Dr. Stephen Covey's book *The Third Alternative* during the fall semester 2012. On January 10, 2013, all full time library staff met to discuss *The Third Alternative*. Six of eight library staff liked the book and all library staff participated in the book discussion. Overall the library staff considered the book club discussion as a positive staff development exercise.	Completed

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Budget Request Supplement for Academic Year 2012-2013
Year Three – Strategic Planning Cycle

		This section due by April 1, 2012.					**This section due by May 17, 2013**
University Objective	Action for 2012-2013	Requested Resources				Estimated Cost	Was the Budget Request Approved?
		Human	Financial	Physical/Capital	Other (e.g., Technology)		(Enter Amount Approved)
4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.			**New PA system:** We only have one working system left to support all campus events. The PA is over three years old, no longer works on batteries and must be plugged in.		$4079.99	No
4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.			**Director's Station Upgrade:** Directors Station is a software package from SirsiDynix that provides rapid, detailed reporting and statistics on our collection and usage, which allow us to make informed collection development decisions. The current version is out of date and only works on computers with Windows XP.		$2700	Yes & $2,700

4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.			**Wireless barcode scanner for Inventory:** This item would allow us to inventory our physical collection far more efficiently than our current paper lists, and enable better and faster detection of lost or stolen resources.		$1754.60	No
4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.		$380/year after Y1	**Receipt printers for front desk computers:** A printer would allow us to provide an attractive due-date receipt for all patrons, and move away from ongoing expenses related to the reusable stamp card system we use now.		4 @ $591.25	No
4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.			**Laptops for in-house student checkout:** NSU, NWOSU, SWOSU, UCO and Cameron libraries already provide this service. Laptops would allow students who do not own laptops to work in more areas of the library, and it would also provide a backup option for students when the labs are full.		5 @ approx. $1500	No
4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.			**Nook Color ereaders for student checkout:** Cameron University already checks out ereaders to their students. This service would allow additional use of our growing eBook collection for students without access to a computer.		3@$225	No

4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.			**Handheld Video Camera:** Our speech students need regular access to a camera to record assignments and projects. In addition, the video camera would allow us to record virtual tours and add video of our print collection to library tutorials.		$169.99 + $41.99 for 8 GB SD card	No
4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.			**Web cam:** The webcam will enable us to create improved video tutorials for students.		$25.99	Yes and $199.38
4.1 Develop, implement and advance a comprehensive technology plan, including the use of sustainable technologies	Request purchase of technology with the potential to support the library mission.			**IPad:** Before it was stolen, our IPad was a useful tool for marketing and reference services outside the library building, particularly at the Pryor and Bartlesville campuses.		$810	Yes and $1,197