Goal 1:  
**STUDENT SUCCESS**

To provide library services, resources and an environment that help students succeed in reaching their goals.

**Objectives:**

1.2 **Provide transition services for students from application through graduation.**

Maintain consistent level of service to students by improving ability of all staff to assist library users.

Action: Conduct two-hour training session at beginning of academic year for all library staff on library’s mission, philosophy of service, and procedures.  
*Not achieved.*

Action: Revise/update training manual for student workers by December 2007.*  
*Completed September 2007*

1.3 **Develop and evaluate quality educational programs.**

Develop and evaluate quality educational programs that improve the ability of students to independently search for and evaluate information.

Action: Create a one credit class on Research Skills by May 2008.  
*Made presentation to General Education Department, April 2008, which resulted in them setting a goal for FY2009 to continue to discuss how to improve students’ capabilities in the area of information literacy.*

Action: Promote curriculum integrated library instruction by working with adjunct instructors to create an instructional session and credit assignment within at least two courses by May 2008.  
*Completed Fall 2007 in Anatomy & Physiology I, College Success, Environment Science, and English Composition 122. For Spring semester, instituted new service, “Book a Librarian,” for targeted individualized service to students working on research projects.*

Action: By May 2008 develop a specialized instruction module on website evaluation/literacy.*
*Not achieved. Instructional activities ceased January 2008 due to competing priorities.*

1.4 **Increase access to student resource areas for the varying student populations.**

To increase access to information for our students and the community, focusing on subjects of programs and degrees offered by the College.

Action: Trial weekend hours for at least two months of the school year by spring 2008.
Achieved April and May 2008.

Action: Improve monitoring of online access by working with University of Montana Mansfield Library to track use of databases by remote access by spring 2008.

* Completed November 2007 with all remote links transferred to UM-Helena specific proxy server. Reporting mechanism pending


* Completed August 2007

Action: Increase awareness among faculty of using Reserve collections as a tool for serving their students by sending email or note to all faculty once a semester.

* Email sent September 2007 and January 2008.

Goal 2: CONNECT WITH COMMUNITY

To create an attractive, inviting library environment for use by UM-Helena students and the community.

Objectives:

2.2 Create communication avenues with the surrounding community.

Be available to school and larger community by maintaining consistent staffing of library.

Action: By May 2008, identify and request budget for adequately furnishing new space with group seating and study areas.


Action: Limit the time the library is left un-staffed to less than one hour per month through more effective and comprehensive scheduling of work study staffing of front desk throughout both semesters.

* Completed Fall 2007.

Achieved Spring 2008.

Action: Desk will be staffed by professional or technical staff at least 80% of non-evening hours by restricting committee attendance to times of double staffing.

* Completed Fall 2007.

Not achieved Spring 2008 – only 68%.

2.5 Foster faculty, staff, and student involvement in community organizations and events.

Provide cultural opportunities in the library for the college and the community.

Action: Schedule at least two graphic exhibits each semester.

* Fall Semester: McLane, Holt
  Spring Semester: UM-Helena students, Barbara Keith.
Action: By December 2007, create relaxing area in new library for browsing new books, current journals, and oversize books.*
 Created temporarily with loan of furnishings from Student Center.

Action: Advertise at least two library exhibits in the local press,*
McLane Exhibit received full color half page coverage in Your Time, October 2007. Holt exhibit advertised in Your Time.

Action: By May 2008, participate in at least one community wide cultural activity in partnership with another organization or library.
Completed October 2007 by participation in two activities (lecture and book discussion group) of the Lewis & Clark Library sponsored NEA Big Read.

**Goal 3:**
CREATE ACCESS

To expand availability of library resources.

**Objectives:**

3.1 Develop alternative delivery methods for courses and degree obtainment including distance learning, evening and weekend offerings and collaboration with other educational institutions to enhance access to higher education.

Work toward integrating library resources into weekend, online and distance learning coursework.

Action: By December 2007, meet with online instructors to identify one strategy for extending library access to online students.
Not achieved, though topic was researched and ideas were detailed in a “position paper” on library services for UM-Helena distance learners in April 2008.

**Goal 4:**
DEVELOP RESOURCES

To improve the library’s collection and services in support of offering quality programs at UM-Helena.

**Objectives:**

4.1 Improve (technological) infrastructure and services.

Solicit and respond to faculty requests for library materials.

Action: Request purchase suggestions from all faculty, including adjuncts, by December 2007.
Completed October 2007.
Action: Purchase and catalog all requested items within 31 days of receiving request.
*Achieved Fall and Spring semesters.*

**Target specific purchases to support instruction in the trades programs.**
*Forty new titles ordered and received October 2007.*

**Target Business/Accounting collection for weeding and updating of materials.**
Action: By May 2008, weed Dewey Decimal 346, 330-339, 657-659 collections with advice from Business/Accounting Faculty and add titles based on faculty input.*
*Not achieved.*

**Update and develop nursing collection, focusing on nursing theory and other materials for RN program.**
Action: By December 2007, weed Dewey Decimal 610-619 collection with advice from Nursing Faculty and add titles based on faculty input and findings of last year’s Brandon/Hill assessment.*
Completed April 2008. Collaborated with Nursing faculty to weed 122 items from the collection and to compile a booklist of purchases to be made July 1, with new fiscal year funds.

**Monitor growth of the collection.**
Action: Monitor growth of electronic resource offerings.
*Growth tracked December 2007 through May 2008 and recorded in standard statistical reports.*
Action: Monitor items ordered, cataloged and deleted from collection in relation to FTEs on a semester basis.
*Completed December 2007 and May 2008.*
Action: By May 2008, increase growth of the collection from .38 to .60 items per FTE each semester.
*Not achieved.*

**4.7 Support the excellence and growth of college faculty and staff members through professional development programs.**
Action: By May 2008 will seek institutional funding for Library Technician to attend state or national library conference.*
*Request submitted to Professional Development Committee October 2, 2007. Request successfully funded and Library Technician attended Montana Library Association Annual Conference, Great Falls, April, 2008.*
Action: The Librarian will attend at least one CE session or professional conference by July 1, 2008.*
*Pending.*
Action: At least one workshop on library resources, research, or information literacy will be offered to faculty by May 2008.*