FY 2011 Library Program

1. PROGRAM MISSION—What is our purpose?

The mission of the Library at University of Montana – Helena is to enhance instruction and learning by providing resources and access to information in support of the college’s programs.

2. AVAILABLE RESOURCES—What is available to us to achieve purpose?

Personnel: Director of Library (.83 FTE), Librarian (.5 FTE), Library Technician (.75FTE)
Operating Budget: Book Budget $55,000 + $5,000 Leisure Reading; Subscriptions $5,800; E subscriptions $5,300; Contract Services $2,900; Supplies $2,000.
Facilities: #### square feet of space, 8 computers, seating, AV equipment, 8,000 item collection, 56,000 e-books, 30,000 full text journals, 90 print subscriptions.

3. GOALS—ACTION PLAN INTO STRATEGIC PLAN

PROGRAM OUTCOME #1
Contribute to STUDENT SUCCESS by providing information literacy instruction and reference assistance.

Formulate educational initiatives that improve the ability of students to independently search for and evaluate information.

Goal: Provide Book a Librarian service and curriculum integrated instruction with a target of reaching 5% and 25% respectively of all FTE. (Dependent on pending professional staffing decisions)

Goal: Continue dialog with Academic Dean and General Education Department to promote integrated research instruction and to explore one initiative by May 2011 to incorporate information literacy as a student success strategy.

Provide self-help tools and individualized assistance to help students at point of need.

Goal: Front Desk reference and research service will be improved by committing desk coverage by paid staff 95% of all hours open.

Goal: Improve independent use of library by adding signage to at least two new areas by May 2011.

Goal: Create at least three additional course or program related pathfinders/research guides by May 2011.
PROGRAM OUTCOME #2
CONNECT WITH COMMUNITY by creating an attractive, inviting library environment for use by UM-Helena students and the community.

Maintain an area with an appropriate atmosphere for study and contemplation.
  Goal: Remove copier from library by May 2011.

Be available to school and larger community by maintaining consistent staffing of library.
  Goal: Examine the feasibility and value of continuing weekend hours by fall 2010.
  Goal: Examine the feasibility and value of continuing evening hours by fall 2010.

Integrate cultural opportunities into the library for the college campus and the community.
  Goal: Examine the feasibility and value of continuing scheduling of exhibits and community events.

Improve communication with various clientele groups.
  Goal: Meet with each senate (student, faculty, and staff) once a semester to report on library issues, to answer questions, and to solicit suggestions.

PROGRAM OUTCOME #3
CREATE ACCESS to information for our students, focusing on programs and degrees offered by the College.

Integrate library resources into weekend, online and distance learning coursework.
  Goal: Collaborate with an instructor to incorporate customized library information links within at least one online class.

Foster use of electronic resources by improving usability and appearance of web presence.
  Goal: Re-implement a web based form for submitting suggestions of items to be purchased for collection.
  Goal: Re-implement web based form for submitting ILL requests.
PROGRAM OUTCOME #4
DEVELOP RESOURCES by continually improving the quantity and quality of information resources in the library collection that support instructional programs and by developing the human resources that support all library activities.

Select specific purchases to support instruction in targeted programs.
  Goal: Using RCL Web tool, select and acquire items to fill the needs identified by faculty in the areas of Metals Technology and life and physical sciences by May 2011.

Evaluate growth of the collection.
  Goal: Explore implementation of purchasing books preprocessed with bibliographic records with the goal of cataloging all received materials by end of year.
  Goal: Build the core collection by adding relevant volumes to the collection at a rate of at least .6 volumes per FTE per semester.
  Goal: Continue to update and maintain Leisure Reading Collection, adding on average 20 refreshed titles per month.

Support the excellence and growth of library staff through professional development.
  Goal: Secure tuition waiver for Library Technician to take UM classes toward Library Media Specialist Certification.

4. ASSESSMENT W/CHANGES—Measurement of our progress toward goals and resulting revisions

5. SYNOPSIS—State of the Program Summary
   a. STRENGTHS

6. a. WEAKNESSES
ACADEMIC PROGRAMS

Strategic Directions/Assessment

Student Success

How did we improve student learning?

What programs/courses did we develop?

How did our staff contribute outside of the department?

Connect with the Community

What collaborations with business & industry did we develop or maintain?

Create Access

What alternative delivery methods are available in our program?

Did we expand our schedule or use alternate schedules for students?

Do our courses address diversity?

Develop Resources

How do we use technology in the classroom? Did we adopt any new technology?
What professional development did we participate in?

What grants or external funding did we pursue?