Library Mission, Goals, Strategies and Assessments
2017-18

The mission of the library is to support the intellectual engagement, inquiry, discovery and research needs of our students and other members of the Transylvania community.

Goal 1: Produce students who are information literate.

Strategy 1.1 Ensure that the Information Literacy Plan is modified to reflect national Information literacy standards and any changes in the college curriculum with special attention to the first year program.
   Assessment 1.1.1 Report the Information Literacy Plan

S 1.2 Work with First Year Program faculty to ensure that first-year students are being educated according to the IL plan.
   Assessment 1.2.1 Analyze trends in First Year Seminar sections taught and number of students reached

S 1.3 According to Information Literacy Plan, expand work with the upper classes as staffing allows.
   Assessment 1.3. Analyze trends in upper classes and total number of courses exposure to library instruction

S 1.4 Determine students’ progress in achieving information literacy
   Assessment 1.4: Examine change in incoming first years’ knowledge to their knowledge at the end of the year and compare seniors’ knowledge to first years’.

S 1.5 Educate and provide research help to individual students at the service desk and through individual consultations
   Assessment 1.5.1 Analyze trends in numbers of questions answered at the reference desk and through individual appointments, drop-ins, or email.
   Assessment 1.5.2. Every two years survey or conduct focus groups with students to obtain feedback on the effectiveness of help received at the desk and independently.
Goal 2: Provide high quality resources for the Transylvania community’s research and intellectual needs and an inviting space where intellectual exploration and discourse occur.

Strategy 2.1 Provide quality research resources which support the curriculum and reflect the needs of the students and support their work in their courses.

Assessment 2.1.1 Report the formats of holdings: the number of books, periodical titles, A-V items, and electronic resources available; compare, if possible, to peer institutions

Assessment 2.1.2 Analyze trends in number of books and other items circulated, what areas of the collection circulate

Assessment 2.1.3 Analyze use of electronic books

Assessment 2.1.4 Analyze trends in the use of individual periodical subscriptions, both paper and electronic

Assessment 2.1.5 Analyze trends in the use of the online databases including number of articles downloaded.

Assessment 2.1.6 Survey students biennially to see if their research material needs are being met

S 2.2 Work to streamline ordering, receiving, cataloging and processing of materials.

Assessment 2.2.1 Report on any changes in the process of ordering, cataloging and processing

Assessment 2.2.2 Analyze trends in cataloging year to year, as well as trends within the year. Report the number of items cataloged; number new items cataloged; number of items already owned added to the catalog

Assessment 2.2.3 Analyze turn-around time from time of order to finished item. Look at both ebooks and paper books.

S 2.3 Provide access to resources anywhere in the world through ILL

Assessment 2.3.1 Analyze trends in interlibrary loan transactions numbers, both lends and borrows

Assessment 2.3.2 Analyze the trends in the turn-around time for ILL transactions

S 2.4 Improve and update the building to reflect the needs to students and respond to the ways that they use the building; create a light, bright, encouraging space.
Assessment 2.4.1 Report on changes in the building

Assessment 2.4.2 Report number of hours per week facility is available and the number of seats and study spaces available

Assessment 2.4.3 Through the biennial survey and conversations with students, seek input on changes that need to be made to the physical building

S 2.5 Reach out to staff and faculty to inform them of the resources and services available to them in the library.
Assessment 2.5.1 Report on outreach sessions conducted

Goal 3: Maintain, preserve, acquire through gifts, and provide appropriate access to the historic materials of Special Collections; and support their use by both TU and non-TU researchers.

Strategy 3.1 Aid individual scholars, national, international, and our own faculty and students, in the use of the collections for research.

Assessment 3.1.1 Examine trends in the number of inquiries to Special Collections

Strategy 3.2 Work with faculty to introduce their classes to the collections through subject specific guided tours of items in the collection.

Assessment 3.2.1 Examine trends in the number of classes who visit and are taught to use Special Collections materials, noting which classes took advantage of this

Strategy 3.3 Provide exposure to the collections for those who are generally curious through tours.

Assessment 3.3.1 Examine the trends in the visits to Special Collections including the number of groups who visit Special Collections

Strategy 3.4 Work to improve the access to the collections by creating tools such as electronic databases and documents thus improving the research and the special collections librarian can give to researchers

Assessment 3.4.1 Report on items digitized for scholars when the condition of the materials allowed
Assessment 3.4.2 Report on the progress toward a deliberate digitization process
Assessment 3.4.3 Report on the transcription of card files into electronic databases
Assessment 3.4.4 Report on the creation of electronic databases and indexes for collections

Strategy 3.5 Work toward cataloging the uncatalogued rare book collections like the Clara Peck collection.
Assessment 3.5.1 Report numbers of books added to the catalog

Goal 4: Work with appropriate University personnel to identify and secure funding both within TU and from outside sources to ensure the library budget will support and provide its stated services and resources.

Strategy 4.1 Identify and seek external funding for appropriate projects
Assessment 4.1.1 Report on gifts and grants acquired.

Strategy 4.2 Participate in consortia to decrease the costs of research materials
Assessment 4.2.1. Report on consortial deals and amount of money saved by participating

Strategy 4.3 Improve budget so that we can provide resources that faculty and students need, keeping up with the increasing costs of resources.
Assessment 4.3.1. Report trends in overall budget and individual lines

Strategy 4.4 Work toward bringing the budget of the library in line with our benchmark institutions.
Assessment 4.4.1. Compare budget with that of our benchmark institutions

Goal 5: Recruit, train, develop, and retain top-notch personnel possessing the wide range of knowledge, skills, experience, enthusiasm, and flexibility necessary to meet the ever-changing and diverse requirements of the Transylvania community.

Strategy 5.1 Hire and train the best people possible for any open positions
Assessment 5.1.1 Report on the hiring of any open positions

Strategy 5.2 Provide support for and encourage professional development and involvement at state and national levels.
Assessment 5.2.1: Report on the training and other professional development opportunities attended by library staff members
Assessment 5.2.2: Report on the professional activities of the library staff including membership in organizations, offices held, publications, etc.

Strategy 5.3 Work to bring staffing in line with benchmark institutions.
Assessment 5.3.1 Report on the comparison of number of staffing at benchmark institutions