



DIVISION OF THE VICE-PRESIDENT
(SERVICES AND RESOURCES)

Divisional Business Plan Implementation 2009-2011

University Library **DRAFT**

November 2008

DIVISIONAL STRATEGY - GREAT RESEARCH LIBRARIES

RESEARCH LIBRARY INVESTMENT

32.0 Invest in library resources that will achieve parity with G08 and other great research universities, nationally and internationally, of equivalent size and disciplinary scope.

DIVISIONAL PLANS AND PROJECTS			
<u>DATES</u>	<u>KEY MILESTONES/DELIVERABLES</u>	<u>MEASURE/OUTCOMES</u>	<u>WHO</u>
31/03/09	Review of the University of Adelaide's library budget and funding model Report	<ul style="list-style-type: none"> Report available & Considered by Library Committee of Academic Board & University Community 	VP – S&R
31/06/09	Implementation of Review of Library Budget Report recommendations	<ul style="list-style-type: none"> Extent to which recommendations support parity with comparable GO8 University budget mechanisms in place to deliver recommendations 	VP-S&R
31/03/09	ROI (Return on Investment) exercise with GO8 and /or Elsevier	<ul style="list-style-type: none"> ROI metric available 	UL
31/12/09	Benchmark Library budget with GO8 from CAUL stats 2008	<ul style="list-style-type: none"> Degree of parity achieved Corrective action required/undertaken 	UL
31/12/10	Benchmark Library budget with GO8 from CAUL stats 2009		
31/12/11	Benchmark Library budget with GO8 from CAUL stats 2010		

LIBRARY SERVICE ENHANCEMENT

33.0 Further develop library services, digital and print collections, and library information systems that meet the expectations of users in the digital future environment, the University's research and education needs, and the life-long learning needs of alumni.

DIVISIONAL PLANS AND PROJECTS			
<u>DATES</u>	<u>KEY MILESTONES/DELIVERABLES</u>	<u>MEASURE/OUTCOMES</u>	<u>WHO</u>
31/1/09	Set of actions to address and improve areas of weakness in 2008 Insync Library User Survey	Actions implemented	Ellen Randva
30/11/11	Undertake triennial Insync Library user survey	Performance relative to 2008	Ellen Randva
20/02/09	Implement New Library borrowing rules	Rules implemented/user uptake	Margaret Colmer Branch Librarians
20/02/09	Self Service holds on recalled books	Self Service holds implemented	Margaret Colmer
31/12/09	Increased provision of electronic books	No of new electronic book titles & usage	Margaret Hoskin & Stephen Cramond
30/06/09	Serials Solutions Hosted 856 implemented	Hosted 856 implemented.	Stephen Cramond
30/06/09	Implement serials solutions electronic books records service	Currency of links Records regularly loaded	Stephen Cramond
31/06/09	Pilot Podcasts for key Library information in Semester 1	Report on pilot uptake and feedback	Ellen Randva
30/06/09	electronic resource licence conditions for SAMHS/PIRSA service agreements implemented	Links to separate servers in place	Stepen Cramond

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31/12/09	Undertake Library Materials Availability Survey	Degree of user success/failure & Corrective actions	PW
31/12/11	Undertake Library Materials Availability Survey	Compare 2009 User success/failure	PW
31/12/09	E commerce for user pays services	E Commerce services in place	Tim Cox ?
?	Library collection Development Policy		
31/02/09	Service Excellence Reshelving Project	Recommendations implemented Target Turnaround times achieved	Margaret Colmer
<u>30/6/09</u>	Explore knowledge management understanding for the University role of Libraries & Corporate Information with expert presentation and a draft framework	Expert presentation held and framework developed	UL
<u>30/08/09</u>	Develop plan for new generation Integrated Library Management System in association with 3 SA Universities for 2011 funding	Business case available and University budget plan	project leader (to be appointed ?)

DIVISIONAL STRATEGY - GREAT RESEARCH LIBRARIES

LIBRARY SERVICE ENHANCEMENT

33.0 Master Plan for Barr Smith Library Space & Facilities upgrade

<u>DATES</u>	<u>KEY MILESTONES/DELIVERABLES</u>	<u>MEASURE/OUTCOMES</u>	<u>WHO</u>
20/02/09	BSL LEVEL 3 Core Services & Student Lounge reconfiguration and upgrade	<ul style="list-style-type: none"> • New Core services configuration functioning • Student lounge functioning 	UL/Infrastructure
20/02/09	Plug in laptop facility project in Reading Room	<ul style="list-style-type: none"> • Pilot provision of power points 	UL/Infrastructure
31/04/09	Reading Room basement consolidation of temporary storage and collection project space	<ul style="list-style-type: none"> • Distributed temporary storage and collection project space vacated & consolidated 	Deputy UL
31/06/09	BSL Level 1 & 2 Collections on site reduced and respaced	<ul style="list-style-type: none"> • Collections weeded/relegated by further 15% and reconfigured 	Deputy UL
31/12/08	Library place in Hughes Plaza Precinct and Learning Hub masterplan	<ul style="list-style-type: none"> • Implications for Library agreed & known 	UL
31/06/09	Green Library	<ul style="list-style-type: none"> • Actions identified & implemented 	UL
31/06/09	Extension to URRSA off site storage for Library & Archives	<ul style="list-style-type: none"> • University agreed plan & budget strategy 	UL

DIVISIONAL STRATEGY - GREAT RESEARCH LIBRARIES

Further develop the Digital Library Future

DIVISIONAL PLANS AND PROJECTS			
<u>DATES</u>	<u>KEY MILESTONES/DELIVERABLES</u>	<u>MEASURE/OUTCOMES</u>	<u>WHO</u>
31/03/09 ?	Single University Collection of research data plan	Plan available	Inter-dept Working group
31/06/09 ?	Implement single research data collection plan	Plan implemented	Inter-dept Working group
31/08/09	Grow Adelaide Research & Scholarship full text .	Target – 5000 new full texts	V Barrett
31/08/09 ?	Authority control & reporting enhancements to Adelaide Research & Scholarship	Enhancements implemented	V Barrett/S Thomas
31/02/09 ?	Decision on future control of exam papers for or against Equella	Implement Equella collection if approved	V Barrett
31/12/09	University E Press	Texts published Access/sales stats annually	UL

DIVISIONAL STRATEGY – COLLECTION MANAGEMENT AND RECORDS COMPLIANCE

University Archives, Records &, Collections (AKA Corporate Information)

Mission: To enhance the University’s contribution to the community through the preservation, protection and promotion of University archives, art and heritage collections and to support compliance with mandated records management standards while preserving the history of the University.

DIVISIONAL PLANS AND PROJECTS			
<u>DATES</u>	<u>KEY MILESTONES/DELIVERABLES</u>	<u>MEASURE/OUTCOMES</u>	<u>WHO</u>
March 2009-11	Comprehensive Programme of Cultural Activities	Successful implementation of annual programme	Manager, Art & Heritage
March 2009-11	Archives and Art & Heritage Volunteer Programmes	Successful implementation of annual programme	Volunteer Coordinators
March 2009	Implementation of joint manuscript and records storage requirements for off-site and on-site repositories.	Accommodation requirements to allow for growth until 2020	University Librarian & Manager, CI
June 2009	Review of Art & Heritage storage with plan for future growth and consolidation of collections	Accommodation requirements to allow for growth until 2020	Manager, Art & Heritage
June 2009	Provide EDM Toolkit with templates for resource requirements, funding requests and project documentation	Rollout of EDM Toolkit with templates available online	TRIM Support Team
June 2009	Gain approval for University Records Management Strategic Plan including mandate for University-wide adoption of TRIM software to manage University records	VCC approval for Strategic Plan	Manager, Corporate Information
June 2009	Review University Records Management Policy to incorporate Adequate Records Management requirements and the Research Code compliance related to research data and materials	Revised Policy approved and communicated to staff	Manager, Corporate Information
Aug 2009	University Museum Action Plan	Approved plan with implementation plan	Manager, Art & Heritage

Oct 2009	Review University records disposal schedules (coverage to include research data and materials)	Revised Schedules authorised by State Records Council	Manager, Corporate Information
Dec 2009	Implement online records management awareness and TRIM training for University staff	Online training for existing and new staff relevant to different roles & positions	TRIM Support Team
June 2010	Rollout of TRIM Site licence (staged 3 year project) with immediate rollout of inquiry user access for all staff	TRIM site licence approved with staged rollout	Manager, Corporate Information
June 2009	Electronic Resources Unit to model TRIM compliance in Library	TRIM in place in regard to Electronic Resource Licence agreement files	Electronic Resources Librarian
June 2010	Collections managed by Art & Heritage entered on the Collections database	Centralised comprehensive coverage of all University collections	Manager, Art & Heritage
31/12/09 31/12/10 31/12/11	Additions to the Art Collection with special emphasis on public sculpture	Acquisition reports	Manager Art & Heritage

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