![Université Concordia University - LIBRARY]

Annual Plan Objectives

June 1, 2021 to May 31, 2022

Version 2.0

Last updated May 16, 2022
by Lorie Kloda, Interim Associate University Librarian, Planning & Community Relations

Year end report:

28	✓	completed this year
26		in progress and will continue in 2022-2023
4		postponed to another year
6		on hold
<u>8</u>		<u>cancelled</u>
70		

ORGANIZE FOR EMPOWERMENT

Empower library staff to develop skills and knowledge, and to share expertise

1. ✓ *Implementation of the education plan in new CULEU collective agreement (completed)*
2. Continue implementing the new Library Intranet *(in progress)*
3. ~~Review the current staff scheduling system in light of new Intranet capabilities~~ *(postponed)*
4. ~~Review of Library policies process~~ *(postponed)*
5. Develop and implement training for Grey Nuns chapel staff and other units with access to the space *(in progress)*

Engage in evidence-informed decision making for planning and improvement of library services and processes

6. ✓ *Prepare for increased on-site services for fall 2021 and winter 2022 semesters (completed)*
7. ✓ *Complete the transition of the Open Access Author Fund to the Open Access Fund (completed)*
8. Undertake assessment of the Scan and Deliver service *(in progress)*
9. Evaluate engagement of social media communications *(in progress)*

LIBRARY

PROVIDE SPACES FOR LEARNING AND RESEARCH

Complete the transformation of the Webster Library

10. ✓ *Phase 5 of the Webster Transformation (completed)*

Plan and begin the transformation of the Vanier Library

11. ~~Develop the transformation of the Vanier Library's vision and write the needs assessment document~~ *(on hold)*
12. ~~With Facilities Management, prepare the Vanier Library space master plan~~ *(on hold)*
13. ~~With Facilities Management, write the Vanier Library space program and review conceptual plans~~ *(on hold)*
14. ~~Plan for the Vanier Library's technology program and prepare a business case~~ *(on hold)*
15. ~~Develop communication plan for the Vanier Transformation~~ *(on hold)*

Improve the discovery and visibility of services, library spaces, and print and digital collections

16. ✓ *Use a library-specific version of Swallow to replace Scuttle, that is now unsupported (completed)*
17. Ensure Library website compliance with WCAG 2.0 Accessibility Standards *(in progress)*

TRANSFORM LIBRARY SERVICES IN LINE WITH CHANGING NEEDS

Offer an outstanding user experience

18. ✓ *Ensuring library requirements are met in the newly acquired University ID card production system. Prepare Library services to work with Digital ID cards (completed)*
19. ✓ *Extension of LibCal service to group study rooms (completed)*
20. ✓ *Migration from Booked to LibCal for Visualization Studio (completed)*
21. ✓ *Create a French language version of the Academic Success and Integrity Module (ASIM) (completed)*
22. Operationalize workflows in Webster Access Services and Vanier Public Services as a result of WMS adoption and new resource sharing methods *(in progress)*
23. ✓ *Implement consortial borrowing across BCI network (completed)*

24. ✓ *Engage in a process review of e-reserves service (completed)*
25. ✓ *Improve faculty and student experience in using ARES (completed)*
26. ✓ *ILL transition towards BCI network borrowing (completed)*
27. Transition ILL staff/service from VDX and Worldshare to Tipasa *(in progress)*
28. ✓ *Explore the possibility of a Wikipedian in Residence for the Library (completed)*
29. ✓ *Plan and launch Phase 2 of the Digital Preservation Program (completed)*

29a. Concordia University Library web archiving program *(in progress)*

Empower students and faculty members to make better use of library services and collections through instruction and information services

30. ~~Expand and improve virtual reference offerings - improve chat widget~~ *(cancelled)*
31. Research data management service plan and implementation *(in progress)*
32. Plan and launch digital scholarship services (*in progress*)

Improve user awareness of library services and resources

33. Develop communication plans for the art and heritage elements of Grey Nuns chapel and the public art collection *(in progress)*

Enhance library support for research activities

34. ✓ *Implement system developments of Spectrum (completed)*
35. Investigate, recommend, and coordinate the implementation of the ORCID researcher ID at Concordia *(in progress)*
36. ~~Pilot mediated Spectrum deposit service for selected Concordia faculty, including deployment of bibliographic parsing tool to automatically identify Green publications~~ *(postponed)*
37. ~~Develop a library publishing services program for non-CUP projects~~ (cancelled)
38. ✓ *Research synthesis service (systematic reviews, scoping reviews, etc.) (completed)*

39. ✓ *"How to get published" graduate student speaker series (completed)*
40. ~~Current Research Information System (CRIS) needs assessment and scoping~~ (*cancelled*)
41. ~~Library services for grant funded research projects~~ *(postponed)*
42. ✓ *Initiate 50th anniversary of Concordia history project (completed)*

Create the Concordia University Press to disseminate engaging research in the form of open access scholarly books

43. ✓ *Undertake to bring 7-to-9 projects into Concordia University Press during 2021-2022 (completed)*
44. ✓ *Join Association of Canadian University Presses (completed)*
45. Establish eligibility for support from Canada Book Fund *(in progress)*
46. ~~Complete marketing needs assessment for CUP titles/projects~~ *(cancelled)*
47. ~~Explore and assess new models and workflows for smaller-scale print runs, including adapted print-on-demand and artist book/special edition models~~ *(cancelled)*
48. Complete second round of donor support for Concordia University Press *(in progress)*

Develop programs to foster a culture of experimentation with new technologies

49. ✓ *Development of new Sandbox service offerings (completed)*
50. ✓ *Expand Technology Sandbox to include virtual delivery/community options (completed)*
51. ✓ *Facilitate the use of the Visualization Studio (completed)*

COLLECTIONS AT THE HEART OF TEACHING, LEARNING AND RESEARCH

Ensure print and digital collections meet users' needs and support the teaching, learning, and research activities of Concordia University

52. Develop a mission statement and acquisition policy for public art *(in progress)*
53. Operationalize an ongoing service model to encourage and support open textbook development and/or use *(in progress)*
54. Implement e-resource usage data harvesting and reports in WMS *(in progress)*
55. ✓ *Post-implementation integration of WMS into Collection Services operations (completed)*
56. Implement GreenGlass to support collection management activities (*in progress*)

57. ~~Evaluate options for print preservation in conjunction with plans to renovate the Vanier Library~~ *(on hold)*
58. ~~Talis planning and implementation~~ *(cancelled)*
59. ✔ *Webster Course Reserves room relaunch (completed)*
60. Develop a disaster prevention and recovery plan for the general collection (*in progress*)

60.a) Visual Collections Repository Moving Image Collection retrospective conversion *(in progress)*

Ensure timely access to print and digital collections

61. Integrate invoice processing with new University financial system (Unity) to eliminate duplicate input of invoices; invoice feed from WMS into the Ariba/SAP financial system *(in progress)*
62. Document and complete implementation of faculty and staff patron loads out of Unity + external patron form *(in progress)*
63. ✔ *Through a request for proposal process, choose a vendor for English-language trade monographs project (completed)*
64. Complete data remediation for journal holdings to ensure accurate information is available for decision making relating to the long-term preservation of and access to print collections (*in progress*)
65. ✔ *In response to transition out of pandemic, review copyright procedures for providing streaming access to VHS, DVD, and Blu-ray video recordings in Library and Visual Collections Repository (VCR) collections (completed)*

Develop, manage, promote, and preserve the Library's special collections and archival holdings Develop a disaster prevention and recovery plan for the art and heritage aspects of the Grey Nuns Chapel (*in progress*)
67. Develop a disaster prevention and recovery plan appropriate for Special Collections *(in progress)*
68. Transfer of archival holdings of the Concordia Centre for Broadcasting and Journalism Studies from the SB building to Special Collections VL-201 *(in progress)*