

**Western Illinois University
Division of Academic Affairs**

The Lib

Computer Services Accomplishments

Moved the computer services department and worked with Facilities to construct a more efficient work area.

This move facilitated consolidation of support for the Digital Commons

Accommodated the move of the WIU Computer Store from Morgan Hall into the Digital Commons

Curriculum Library Accomplishments

Added 750 books from the C

Purchased new furniture for staff and the public

Eliminated the paper shelflist since all information is available online

2. Funds available due to vacant positions or dollars saved through hiring of new personnel at whatever level those funds reside

We have a one vacant civil service position, and are in the middle of

Goal 1: Support Student Learning

- 1.
- 2.

(LibQual, and focus groups, survey data)

Goal 3: Create usable attractive spaces to support library activities and student *learning* (*Secure funding and interview faculty and staff regarding space utilization*)

1. Improve library signage and room reservation
2. Acquire new artwork for the library
3. Secure funding to provide a welcoming environment for people of racially, ethnically and culturally diverse backgrounds.
4. Migrate information resources to online format to provide access anytime and anywhere
5. Create user space made available via the migration of resources to online access.

Goal 6: Develop and foster library faculty and staff development in order to deliver better service to our library users (*User, faculty and staff evaluation*)

1. Encourage faculty and staff to seek opportunities for research, scholarship and professional development and training as appropriate
2. Provide staff development when training is not readily provided by the university
3. Encourage the hiring, retention, and promotion of faculty members (A and B Units) and civil service employees from racially and ethnically diverse backgrounds.
4. Partner with library consortia and state/university entities to provide educational opportunities for staff.
5. Support library mentoring and the development of practica and internships
6. Acquire technologies and other resources needed for faculty and staff to perform their work and to stay current with emerging technologies. Support training and instruction in the use of educational technologies to promote academic success and lifelong learning for faculty and staff
7. Promote the integration of technology to improve the quality of library reference, course based, and for-credit instruction including virtual reference, WebCT, classroom control systems, and other Web 2.0 technologies where beneficial.
8. Promote the ethical and appropriate use of technology for academic and personal purposes.
9. Enhance and support the development of technology driven physical and online learning environments to provide immersive digital learning experiences.

Goal 7: Raise the external fundraising profile of WIU Libraries. (*Increase in number of donors and giving level*)

1. Raise \$200,000 annually
2. Develop goals for the Atrium Society
3. Create 5 named collections
4. Prove to the WIU Foundation, senior administration, and other key constituents that WIU Libraries is a viable fund-raising vehicle for the campus community.
5. Demonstrate that with a dedicated development officer that our fundraising abilities will increase significantly and that it is worth the investment. Name peer institutions with full time library development officers.
6. Create a scholarship for students pursuing an advanced degree in librarianship, specifically to encourage rural librarianship

IV. Technology Goals and Objectives

- A. List the most important technological goals and objectives the division will pursue in FY09, and how these will be measured/assessed.

Goal: Enhance technology innovation and implementation to provide the delivery of quality resources, services and information to any WIU student, faculty, staff member any time and anywhere in support of general education, graduate education, distance education, Quad Cities and nursing programs. (Assessed through user feedback)

1. Secure permanent funding for a 3 year replacement cycle of technology (**mid-term**)
Utilize technology where appropriate to: (**on-going**)
Provide multiple access points and user guides to library resources
2. Educate library users to access and use available print and electronic resources (**ongoing**)
3. Enhance information delivery using high-end copy, transmission and data management systems (e.g., ILLiad, ERes) to support WIU and our educational partners. (**on-going**)
4. Support and enhance the digital creation and distribution of WIU scholarly communication. (**long term**)

5. Explore emerging technologies to support the delivery of information **(on-going)**
6. Develop web-based databases, applications, gateways, resource guides and other technologies that integrate and provide access to library resources, services and information. **(on-going)**
7. Support and promote the use of university supported technology such as WebCT and Zimbra, and library technology research tools such as RefWorks **(on-going)**
8. Enhance the access and use of library collections by digitizing selected print materials (e.g., Archives/Special Collections). **(on-going)**
9. Utilize technology to eliminate redundancies in acquiring, processing and managing print and digital information **(on-going)**

B. Describe how these objectives build upon goals in divisional and/or institutional strategic plans.

The above mentioned goal (IV.A.) is taken directly from our divisional goals and drives our technology initiatives. It will be measured by user feedback using LibQual and our annual focus groups.

V. Internal Reallocations and Reorganizations: Western Illinois University-Macomb

A. What are planned FY09 reallocations or reorganizations, including the movement of positions, the upgrade of positions, the creation of new positions, or the reallocation of personnel or operating funds?

1. The library must **reallocate** personnel and operating dollars to create a civil service position in the Circulation Unit. The Malpass Library late evening and weekend hours have always been and are currently covered by student personnel only. This poses a serious risk to the library and the university.
2. The libraries have possibly three positions that may be audited for an **upgrade** this fiscal year to support the growing demand for library services and the role of technology to deliver our services.
3. The Libraries **request** \$40,000 to cover the Minimum Wage increase that took effect in FY08 and the planned increase for FY09. The FY08 Minimum Wage Increase had a dramatic effect on WIU Libraries, effectively a loss of \$30,684 annually. As a result of this loss the Libraries reduced student employment across the 5 libraries, most significantly in the Circulation Unit in Malpass Library which saw a reduction from 20 to 15 students. The area most affected by our cuts has been in the Stacks Maintenance area, reducing stack maintenance hours from roughly 56 hours per week to 30 hours per week. Maintaining the timely reshelving of books, routine shelf reading and wing maintenance have been neglected as well.

Our resources to provide coverage for the hours the library is open are now stretched to the limit. We have made some changes in the evening coverage so students are not left in the library without some supervision during the week. However, there is no assistance for our students during the weekend hours before 6 pm. This causes other staff to cover by working split shifts twice a week and provides us with very little flexibility to cover for student worker absences due to illness or to train new students.

4. We plan to assess and possibly **reorganize** the Acquisitions and Cataloging Departments. With the implementation of Gobi/PromptCat (a vendor technology system that expedites the acquiring and processing of books) and the migration to electronic journals we believe it is necessary to conduct a systems analysis to determine where efficiencies can be gained and where workloads need to be revised as WIU Libraries goes digital.

- primary long-term external funding goals which extend beyond FY 09
- c. What is the current status of the long-term funding goals establish last year?

New Academic Degree/Certificate Development Requests

- A. Complete a Request for New Academic Degree/Certificate Development form (Attachment B) for each new degree or certificate program to be submitted through the University curricular approval process in FY09, including enrollment projections and required resource requirements.

Library ---None

VIII. New Operating Resources Not Included in VII

- A. Complete an FY09 Budget Request form (Attachment C) for each new operating fund request not associated with new academic degree/certificate development requests identified in VII above. Also, please include any previous unfunded requests which remain as priorities.

IX. Facilities Requests

- D. Complete an FY09 Budget ReETBT1 0 0 1 310.61 395.23 Tm[()-15(A)11(t/MCID 1298 37.944 Tm20AcT1 0()-15(

B. What skills would be needed?

Clerical Skills

Computer technical skills including web design

ATTACHMENT A **Accountability Report for Program Support** **FY08**
ATTACHMENT B **Request for New Academic Degree/Certificate Development** **FY09**
ATTACHMENT C **Budget Request** **Operating** **FY09**
ATTACHMENT D

Western Illinois University

Accountability Report for Program Support FY08

I. Unit submitting request:

University Libraries

II. Short title of the initiative proposed for incremental funding.

Carpeting

III. Descr

Western Illinois University

Western Illinois University

Budget Request New Operating Resources FY09

Note: Use Attachment B for new academic degrees/certificates.

- I. Unit submitting request: University Libraries Priority Number 2
- II.

Western Illinois University

Budget Request New Operating Resources FY09

Note: Use Attachment B for new academic degrees/certificates.

I. Unit submitting request: University Libraries Priority Number 3

II. Provide a short title of the initiative/project proposed for incremental funding.

Collection Development funds to support the Educational Leadership, Film Studies and Forensic Chemistry programs.

III. Provide a short description of the initiative/project proposed for incremental funding and how it relates to

The current collection budget cannot be adjusted to cover these programs without severely damaging existing program allocations. Additionally this increase would enhance the ability to purchase electronic items of demand that would support the delivery of information anytime and anywhere supporting the Q-Cities Campus as well as our distance education students and faculty. By fulfilling this request, the University would be supporting two values of the strategic plan: Academic Excellence and Educational Opportunity.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative/project and how results will be measured or evaluated.

The collections will be created to support primarily the teaching/learning objectives of these new programs. Assessment will be part of our ongoing LibQual assessment program and periodic reviews of mater osCities C8ETB(o)-17(m)

If yes, please describe:

Contact Person If Questions: Phyllis C. Self _____ 298-2762

Western Illinois University

Budget Request New Operating Resources FY09

Note: Use Attachment B for new academic degrees/certificates.

I. Unit submitting request: **University Libraries** Priority Number 4

II. Provide a short title of the initiative/project proposed for incremental funding.

is a critical need nationally. College students use technology constantly but when it comes to the academic work required to find relevant literature they are inept.

III. Provide a short description of the initiative/project proposed for incremental funding and how it relates to

spoke to this issue with the WIU General Education in February 2007. This committee recognizes this need and asked the Dean to provide curricular strategies for the upcoming academic year. University Libraries must have library faculty to proactively wor

opportunity to bring their classes to the library for bibliographic instruction. This is a far cry from what is needed.

To get the FYE faculty and classes to participate in learning to use information resources, faculty librarians are needed to work with FYE faculty individually to tailor library instruction and integrate the assignments into the classes and create online modules. A proactive approach is needed, and the Libraries does not have

Contact Person If Questions: Phyllis C. Self
Name

298-2762
Phone Number

Western Illinois University

Budget Request New Operating Resources FY09 *Note: Use Attachment B for new academic degrees/certificates.*

- I. Unit submitting request: **University Libraries** Priority Number 5

- II. Provide a short title of the initiative/project proposed for incremental funding.

- III. Provide a short description of the initiative/project proposed for incremental funding and how it relates to

Support the creation and distribution of WIU Scholarly Communication through WIU Digital Library

- III. Describe the specific accomplishments and increases in productivity expected from this initiative/project and how results will be measured or evaluated.

In the past Archives & Special Collections protected their collections from the public. Rare, valuable materials could from a period, say, and together with difficulty and, then, for short periods of time. The ability to represent and distribute materials digitally changes all that. The goal of WIU Libraries Digital Library is to preserve our scholarly communications digitally to provide greater access and reduce storage costs. These materials include print as well as audio and video files documenting the history of WIU as well as the western ell of W

If yes, please describe: The library will seek consortial arrangements with our peer institutions as well as seek grant funding and donations.

Contact Person If Questions: Phyllis C. Self

297-2762

Western Illinois University

Budget Request New Operating Resources FY09 *Note: Use Attachment B for new academic degrees/certificates.*

- I. Unit submitting request: **University Libraries** Priority Number 6

- II. Provide a short title of the initiative/project proposed for incremental funding.
 Hire a **Nursing/Science Unit A Librarian** and purchase supporting Nursing collection

- III.

<p>OECD Online Library, Books, Periodicals & Statistics</p>	<p>Books ranging from Agriculture and food to Transportation. Available in PDF format back to 1998. Statistics from all 30 member countries and increasingly from non member countries. Downloadable to XLS or CSV files. All 24 OECD periodicals available.</p>	<p>\$17,707</p>
<p>World Bank Online</p>	<p>World Bank e-library full text collection of books, reports, and other documents. Fully indexed and cross searchable of over 1200 titles published in the past several years including all new titles. Also will have access to info not available in print.</p> <p>World Development Indicators Online contains statistical data for over 550 development indicators and time series data from 1960 for over 200 countries and 18 country groups.</p> <p>Global Development Finance Online includes external debt and financial flow data for 138 countries that report public and publicly guaranteed debt to the World Bank. Time series data from 1970.</p>	<p>\$8,500</p>
<p>United Nations Online</p>	<p>UN Common Database draws statistics from throughout the UN system and brings them together using a common platform and interface and global statistical standards.</p>	<p>\$750</p>

UN Treaty Collection access to over 34,000 treaties deposited with the UN Secretary General as well as the Status of Multilateral Treaties; Texts of Recently Deposited

Specific accomplishments and increases in productivity expected from this initiative/project will be measured or evaluated.

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g of all incremental funds requested by the following categories:

Services

A/P _____

C/S _____
NTT _____
T/T _____

Equipment and Instructional Materials _____

Library Materials **\$32,357** _____

Contractual Services _____

Other Operating Funds _____

Total _____

VI. Are the requested funds to be included as permanent increase in
 X Yes _____ No

VII. Will the initiative/project be supple

Western Illinois University

Budget Request Facilities Over \$100,000 FY09

I. Unit submitting request: **University Libraries**

Priority Number 1

II.

Western Illinois University

Summary New Fund Requests FY09

Unit: University Libraries

List all funding requests in priority order

New Academic Degree/Certificate Development

Priority
Number