

NCSU LIBRARIES COMPACT PLAN SUMMARY

October 16, 2000 rev.

NCSU Libraries Initiatives

(* = has provost funding; c = has codicil)

1. Off-Site Shelving
2. Life Safety
3. Replacements of HVAC and Electrical Systems in D. H. Hill East Wing
4. * Learning and Research Center for the Digital Age (LRCDA)
5. c Library Services for Distance Learners
6. Recruitment and Retention of Librarians
7. A New Facility
8. Database of NC State Faculty Publications
9. Diversity
10. Enrollment Planning (see Attachment 1)
11. Four Thrusts: Genomic Science, Materials Science, Environmental Science, Information Technology/Networking
12. Future Renovations in D. H. Hill East Wing
13. Hill of Beans Coffee Bar
14. Information Access and Delivery
15. c Learning Technology Service (LTS) Partnership
16. NC LIVE: Advanced Digital Library Technologies
17. Patent and Trademark Depository Library (PTDL) Partnership Program (see Attachment 2)
18. Restoration of Inflationary Increase
19. South Asia Partnership
20. State-of-the-Art Digital Library Capabilities
21. Top 30s Ranking
22. * Transformation of Scholarly Communication

Codicils for Library Partnerships

- Distance Education and Learning Technology Applications (*Libraries*, DELTA) - (see Attachment 3)
- A Proposed New Field of Graduate Study At North Carolina State University: The Graduate Certificate in Geographic Information Science (*College of Natural Resources*, Graduate School, Information Technology, Libraries)

Schedule of Deliverables (in order by initiative)

- 1 • 2000 June 30, second segment of compact shelving purchased
- 2001 February 28, report to provost on off-site shelving plan developed in consultation with faculty and students and approved by the University Library Committee
- 2001 February 28, final designs for off-site shelving facility renovation completed
- 2001 June 30, service goals and models for processes and procedures to retrieve materials from the off-site shelving facility

- 2 • 2001 October 31, technical designs and specifications for East Wing infrastructure replacements completed
 - 2002 January 31, bidding for East Wing infrastructure replacements completed.
 - 2002 August 31, infrastructure work to correct life-safety problems completed.
- 3 • 2001 August 31, technical designs and specifications for East Wing infrastructure replacements completed.
 - 2001 October 31, bidding for East Wing infrastructure replacements completed.
 - 2002 April 30, infrastructure work to provide HVAC and electrical capacity in the East Wing completed.
- 4 • 2001 April 30, master plan updated for second floor (LRCDA) of the East Wing and detailed design process initiated
- 5 • 1999 Fall, 24-hour reference service and research consultation available via telephone, fax, electronic mail, and the World Wide Web
 - 1999 Fall, Web access to hundreds of electronic databases, full-text sources, and reference works in all subject disciplines, including Web-based resources available via netLibrary and NC LIVE
 - 1999 Fall, delivery of library materials to off-campus students from NCSU Libraries collection, TRLN libraries, UNC system libraries, or other interlibrary lenders throughout the U.S. and the world
 - 1999 Fall, Electronic Reserve Service scans, processes, and makes available supplemental course materials via the Web for students and faculty
 - 1999 Fall, orientation programs and materials available
 - 1999 Fall, faculty and students able to recommend materials to be added to the Libraries' collection, in accordance with applicable collection policies, via the Web, fax, e-mail, or U.S. mail
 - 1999 Fall, distance education librarians serve as liaisons for off-campus students and faculty and lead the development of library programs that support distance learning initiatives
 - 2000 Spring, instruction delivered by librarians to off-campus students in the discovery and use of information resources
- 6 • 2000 December 31, report to the provost on salary plan for NC State librarians to inform the budget process of FY 01/02
 - 2001 March 31, annual review of ARL ranking, including an assessment of current ranking and projection of future position, provided to provost (and annually in March)
- 7 • 2001 June 30, open meetings held with faculty to discuss what they would like in the library of the future
 - 2001 Fall, master plan completed for entire NCSU Libraries, including initial programming for new facility
 - 2002 June 30, library colloquium held on the topic of the library of the future
- 8 • 2000 Spring, scope of coverage for NC State faculty publications database increased to include 10 additional external indexes
 - 2001 February 28, proposal to provost outlining charge, membership, and structure of oversight committee for NC State faculty publications database
 - 2001 Spring, full searching enabled for NC State faculty publications database
 - 2001 Spring, demonstration of NC State faculty publications database for Deans' meeting

- 9 • 2000 June 30, annual report to library administration on ethnic and gender diversity among librarians (to be done annually)
- 2000 June 30, annual report to library administration on salary rankings, turnover, offers accepted/declined (and annually)
- 2000 June 30, annual report to library administration on Fellows Program (to be done annually)
- 2000 July 1, report to library administration on the academic background and subject specialty of all librarians
- 2000 Dec 31, service desk staff trained in service to diverse population
- 10 • 2000 October 31, NCSU Libraries Budget Proposal for NC State Year-Round University Pilot Project completed (UNC expansion budget request)
- 11 • 2000 July 1, systematic discussions with genomics faculty and graduate students leading to written collection development policies
- 2000 July 1, MyLibrary@NCState customized to the needs of faculty and graduate students in genomics and environmental science
- 2000 July 1, purchase networked resources for genomics and environmental science (efforts are ongoing to identify additional networked resources)
- 2000 August 1, proposal for initial reallocation of the collections budget to build world class collections in genomics
- 2000 November 30, report on baselines for expenditures and titles acquired for genomics and environmental science collections
- 2001 July 1, systematic discussions with environmental science faculty and graduate students leading to written collection development policies
- 2001 July 1, systematic discussions with materials science and information technology faculty and graduate students leading to written collection development policies
- 2001 July 1, MyLibrary@NCState customized to the needs of faculty and graduate students in materials science and information technology
- 2001 July 1, purchase of networked resources for materials science and information technology
- 2001 August 31, analysis of strengths and weaknesses of genomics and environmental science collections
- 2001 September 30, proposal for reallocation of collections budget to build world-class collections in genomics and environmental science
- 2001 November 30, report on baselines for expenditures and titles acquired for materials science and information technology collections
- 2002 August 31, analysis of strengths and weaknesses of materials science and information technology collections
- 2002 September 30, proposal for reallocation of collections budget to build world-class collections in materials science and information technology collections
- 2002 June 30, solicit papers of genomics faculty for Special Collections archive
- 12 • 2001 Fall, master plan updated for the ground floor of the East Wing and detailed design process initiated
- 2001 Fall, master planning process initiated for the first floor of the East Wing
- 13 • 1999 Fall, staff lounge refurbished in Erdahl-Cloyd Wing, equipped with vending machines and opened to the public as Java Joint

- 2001 January 31, design work completed for a coffee bar and seating area on the ground floor near the main entrance
- 2000 Fall, coffee bar advisory committee formed
- 2001 December 31, service agreement for coffee bar negotiated with vendor.
- 2001 Summer, Hill of Beans opened
- 14** • 1999 October 4, Libraries staff participation in the TRLN Electronic Reserves Summit
- 2000 June 30, report on outcomes of current service-related partnerships available to the library administration
- 2000 September 30, recommendations for continuation or for pursuing other service-related partnership projects
- 2001 June 30, Advanced Electronic Reserve Service completed
- 15** (See compact plans for the Information Technology Division and DELTA for list of deliverables.)
- 16** • 1999 September 1, access provided to NC LIVE collections and services from anywhere on Internet
- 2000 July 31, proposal for redesign of current NC LIVE web interface and search mechanisms
- 2001 June 30, redesigned interface to improve usability of NC LIVE; report to Directors Council
- 17** • 2000 September 30, status report to library administration on Patent and Trademark Office Partnership Library feasibility study
- 2001 June 30, decision made on whether to establish Patent and Trademark Office Partnership Library
- 18** • 2000 short session, agreement with the provost to make reinstatement of the UNC 8% inflation increase (\$592,000) for collections budget an NC State priority
- 2000 October, annual report to Directors Council on paid subscriptions for past two fiscal years (and annually)
- 19** • 1999 November, library section of US/DE Title VI grant proposal for South Asia initiative completed
- 2000 June 30, articles published in the professional literature (of both librarianship and disciplines) about the South Asia model for multi-campus cooperation in collection development and staffing
- 2000 July - 2003 June, strong undergraduate South Asia collection comprising Urdu and Hindi vernacular materials and English-language materials built
- 20** • 1999 December 31, Phase 1 of Scanning and Digitization Laboratory, including service policy, ready for operation
- 2000 Spring, design completed and digitization started on Metcalf entomology index
- 2000 June 30, fully deployed MyLibrary@NCState service
- 2000 June 30, first Digital Library Colloquium
- 2000 December 31, 10% of faculty and students using MyLibrary@NCState
- 21** • 2001 May 31, annual review of ARL ranking, including an assessment of current ranking and projection of future position, provided to provost (and annually in May)
- 2001 May 31, annual report on library's percentage of university E&G expenditures, including historical data, provided to provost (and annually in May)
- 22** • 1999 October 1, Web tutorial on copyright completed

- 2000 June 30, workshops, consultations, and panel discussions on scholarly communication held
- 2000 June 30, communication with Congress on scholarly communication legislation
- 2000 October 5, Scholarly Communication Colloquium held

Performance Measures for Monitoring the Success of the Libraries:

- Ranking in ARL index and library’s percentage of university E&G expenditures
- Growth of collections
- Number of connections to networked resources via the information system
- Percentage of library staff from under-represented groups
- Extent of faculty and student involvement in library policy making
- Student satisfaction with library services (UPA surveys)
- Actions taken as a result of library user surveys
- Results of upward evaluation

Attachment 1. NCSU Libraries Budget Proposal for NC State Year-Round University Pilot Project, 10-8-00

The University of North Carolina (UNC) administration plans to request expansion budget funding from the General Assembly for North Carolina State University to engage in a "Year Round University Pilot Project" involving expanded summer term enrollment. The proposed program would begin in the second summer session of 2001 (FY 01/02) and continue through the succeeding two full summer sessions of FY 02/03 and 03/04.

Among the key issues that must be addressed in this project is the availability of high-quality library services and 24-hour access to library facilities equivalent to the access provided during fall and spring terms. The following budget proposal outlines the resources needed for the NCSU Libraries to provide expanded summer term services in conjunction with expanded summer enrollment. Library hours would need to be expanded in both the main and branch libraries. Amounts indicated below include both salary and benefits.

Reference Librarians	2 FTE @ 64,756 for .25 yr	\$	32,378
Support staff – Access & Delivery Services (includes Circulation, Bookstacks, Reserve, Media, Microforms)	6 FTE @ 33,990 for .25 yr		50,985
Support staff – Research & Information Services	2 FTE @ 33,990 for .25 yr		16,995
Support staff - Photocopy Services	1 FTE @ 33,990 x .25 yr		8,498
Wages staff – Branch Libraries			6,250
Security Guards	2 FTE @ 28,000 x .25 yr		14,000
Supplies/equipment			<u>10,000</u>
Total (FY 01/02)			\$139,106

Attachment 2. Patent and Trademark Depository Library (PTDL) Partnership Program, 10-12-00

The Patent and Trademark Depository Library (PTDL) Partnership program is a relatively new program involving a formal agreement between the Patent and Trademark Office (PTO) and a specially selected PTDL to further enhance the services available to a region's intellectual property community. Only certain libraries can qualify for selection as a PTDL Partnership Library, and the PTO has indicated that such an application from the NCSU Libraries would be received favorably.

State-of-the-art technology at the PTDL Partnership libraries supports a variety of services previously available only at the PTO in Washington, D.C. These services include access to and expert searching of PTO databases (including full text and images of U.S. patents and trademarks and abstracts of foreign patents); secure videoconferencing for examiner interviews, lectures, and training seminars; and rapid document delivery. Lectures, seminars, and workshops, both in person and via videoconference, from the PTO may be sponsored at Partnership sites for Continuing Legal Education (CLE) credit for attorneys and paralegals, and for other educational purposes. The videoconferencing facilities at such sites may also be used for other purposes based on the needs of the host site, and a feed may be set up to broadcast to other receiving locations.

Only three other regional PTDL Partnership libraries exist in the United States, and only one is located at a university (the South Central Intellectual Property Partnership at Rice University, which began operation in 1997).

In cooperation with the Office of Research, Outreach, and Extension, the NCSU Libraries is investigating the feasibility of establishing a PTDL Partnership Library at NC State and locating it on Centennial Campus with the Office of Technology Transfer and Industry Research. The Partnership Library would assist both university inventors and the many high-technology companies in the Research Triangle area by expediting their efforts in researching and filing for patents. Of significant benefit to NC State would be the fact that professional Partnership Library services could be provided free of charge to NCSU faculty and to clients of the Office of Technology Transfer and Industry Research, including university affiliates.

The Office of Research, Outreach, and Extension has provided funding in FY 00/01 for a project manager to develop a detailed business plan, including an analysis of whether the Partnership Library could generate the revenue necessary to support itself. Initial interviews with area intellectual property firms and corporations have revealed significant levels of interest and demand. The library is providing administrative oversight for the feasibility study and preparation of a business plan and is prepared to move forward with a proposal to the PTO if the results of these investigations are favorable. A decision will be made during spring 2001.

Budget for FY 00/01:

1 EPA librarian position (project manager)	\$35,000	(salary and benefits)
Operating costs (supplies, telephone, etc.)	<u>\$ 2,000</u>	
Total:	\$ 37,000	

Attachment 3. Codicil between NCSU Libraries and Distance Education and Learning Technology Applications (DELTA), 10-12-00 DRAFT

The NCSU Libraries provides a complete range of services and information resources to students, faculty, and staff engaged in distance learning activities. These services are developed and delivered in cooperation with NC State's Distance Education and Learning Technology Applications (DELTA) organization, in support of its programmatic and curricular initiatives.

Library services for distance and technologically enhanced courses originated in the mid-1990s, and they have evolved concurrently with other instructional technology services. During FY 00/01 and FY 01/02, the NCSU Libraries and DELTA will continue to collaborate in order to build NC State's competitive advantage in the distance education arena. As DELTA formalizes a project- and team-based approach to course development, librarians will serve as team members, contributing subject content and facilitating discovery and availability of information critical for learning and research. Librarians will continue to serve as instructors in workshops sponsored by DELTA and the Learning Technology Service (LTS) and to participate in other faculty development activities.

The equivalent of two FTE professional librarians have been allocated to the LTS since FY 97/98. Beginning with FY 00/01, the Librarian for Educational Technologies will spend one-half time based in the LTS, and the remainder of the library contributions will come from a broad base of subject and technical staff expertise in Research and Information Services, Distance Learning Services, Digital Library Initiatives, Access and Delivery Services, Scholarly Communication Center, branch libraries, and other areas. This collaborative structure will be highly productive for both the LTS and the Libraries in the current environment because it capitalizes on a wide range of talent and expertise and requires relatively few overhead resources from the LTS.

As host site for the DELTA administrative office and the LTS, the NCSU Libraries continues to provide program space and access to library conference rooms, teaching labs, a scanning lab, and the Usability Research Laboratory. From their second floor, East Wing location, DELTA and LTS staff also have ready access to services within the Learning and Research Center for the Digital Age, such as the Scholarly Communication Center, Faculty Center for Teaching and Learning, and Digital Library Initiatives.

Hereby Agreed:

Susan K. Nutter, Vice Provost and Director of Libraries

Thomas K. Miller, Interim Vice Provost for Distance Education and Learning Technology Applications

Date: _____