

**Division of Library Services  
2017 Initiatives and Improvement Plan**

INITIATIVE OR IMPROVEMENT	PLANNED ACTIONS	EXPECTED OUTCOMES	RELATED STRATEGIC PRIORITY/ENABLER	RESPONSIBILITY <i>(List EDF Team Member)</i>	COMPLETION DATE	ACQUITTAL
<b>1. Participation in Course/ Subject Development &amp; Renewal</b>	Proactive support of course/subject development and renewal in the Online Learning Environment through:	High quality online resources embedded into new and renewed courses and subjects, including licensed online collections, eReserve items, open educational resources and tailored information literacy tutorials/assessment modules.	<i>Curriculum, Learning and Teaching</i>	Director, Client Services Manager, Information Services Manager, Collection Services		
	Participation in course development and renewal teams, including assisting Schools with the redevelopment of priority subjects. This will include cross divisional teams working together to: - review and refresh reading lists - develop resources - and assist in the subject delivery	Improved ROI for expenditure on online collections.				
	Implementing Leganto reading list software to streamline the creation and management of course readings					
	Actively promoting information and research literacy standards as Lead Group for the new Information and Research Literacy GLO.	Improved graduate outcomes through consistent application of information, research and digital literacy standards in tutorials and assessment tasks.				
	<i>[Ongoing]</i>					
<b>2. Research Support</b>	Work with the Research Office and DIT to ensure the effective implementation of the Research Data Management policy by providing support to HDR students who are completing the RDM plan as part of their HDR proposal.	Institutional clarity surrounding the obligations for data storage and management contained in the Australian Code for the Responsible Conduct of Research – December 2007	<i>Research &amp; Research Training</i>	Manager, Repository and Research Support Director, Client Services Manager, Information Services Manager, Collection Services		
	<i>[Ongoing]</i>					
	Work with Research Office and Faculties to prioritise library research support and training services to be moved online. NB. This will be done in conjunction with the implementation of the Information and Research Literacy GLO.	Key research support services available online 24/7 – augmented by ‘face to face’ support.				
	<i>[Ongoing]</i>					
	Implement Pure repository software	Streamlined collection of research outputs through integration with Scopus and other databases: improved Google Scholar harvesting; improved reporting from the Repository				
	In conjunction with the Research Office, develop guidelines for allocating researcher profiles	Enhanced researcher profiles				
	Participate in Research Office review of research impact software	Opportunity to integrate repository/ researcher profiles with research impact software				

<b>3. Workforce capability</b>	Continue in-house training program with emphasis on team building and leadership skills - in conjunction with staff mobility and mentoring opportunities – in order to increase capacity, enhance staff career paths and support succession planning.	Flexible, multi-skilled and change ready workforce.	<i>People &amp; Culture</i>	EDF		
	<i>[Ongoing]</i>					
	Ex Libris systems certification	Library staff qualified to undertake systems set up and configuration		Manager, Collection Services		
	Finalise review of position descriptions and review Divisional structure in the context of the new three faculty model and developments in Division of Student Learning and Office of the Dean of Students.	Organisational structure and position descriptions that support the University's objectives and allow for staff progression and encourage retention.		Executive Director Director Client Services Manager Collection Services Manager Information Services		
<b>4. Learning Commons space planning</b>	Collaborate with DFM and other student facing service stakeholders to develop a master plan for future developments in the Learning Commons. This will be based on staff and student consultation, including InSync survey feedback.	Learning Commons that draw together student facing services, and provide state of the art and secure learning environments, and a strong ROI.	<i>Infrastructure – Physical &amp; Virtual</i>  <i>Markets, Service and Support</i>  <i>Financial Management</i>  <i>Courses and Campuses</i>	Executive Director		
	Continue renovation of Library floors at Bathurst and Wagga			Executive Director Director Client Services Manager Information Services		
	Finalize discussions with DFM regarding long term off site print storage solution.	Better utilisation of prime learning real estate		Executive Director		
	Continue work on the assessment, weeding and relegation of print collection items	Improved discoverability of, and access to print holdings		Director Client Services Manager Information Services Manager Collection Services		
<b>5. Workflow improvement projects</b>	Continue Library Management System workflow improvement projects.	Productivity and service improvements resulting from streamlined acquisition, cataloguing and circulation policies and procedures.	<i>Financial Management</i>	EDF		
	Plan for changeover to direct Ex Libris support post closure of UNILINC in October, including reconfiguration of systems set ups					
	Plan for implementation of Leganto course reading list software					
	Complete RFID projects at Wagga and Bathurst.					
<b>6. Small Campus plan</b>	Executive Director to lead Small Campuses working party to identify and implement strategies to develop Dubbo and Orange campus course profiles and facilities	Sustainable course profiles and improved student and staff facilities	<i>Courses &amp; Campuses</i>	Executive Director		