

HUNT LIBRARY STRATEGIC PLAN FOR FY 2011 through FY 2013

MISSION STATEMENT

The Hunt Library provides access to materials, information resources, services and facilities to students, faculty and staff in support of the University's commitment to excellence in teaching, learning, and research. As an academic support unit, the library maintains flexibility and is proactive in meeting the changing information needs of its clientele. The Hunt Library is the primary information center for the Daytona Beach Campus as well as for Embry-Riddle Worldwide students. The library links the information needs of the university community with existing resources either locally or through sharing agreements and technological resources.

VISION STATEMENT

The Hunt Library will be the gateway to information for Embry-Riddle Aeronautical University. Through exemplary customer service, innovation technology, and an inviting environment, both virtual and physical, the library will be the preferred source of information for teaching, learning, and research at Embry-Riddle Aeronautical University.

STRATEGIC GOALS FOR THE HUNT LIBRARY

The Library's planning process identified the following five strategic goals for FYs 11-13.

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Goal #1: Continue the migration from print to electronic collections.

Objectives	Progress	Future
a. Develop a collection development plan for electronic collections.	An all-librarians meeting was held in December 2011 and two of three agenda items were discussed: EAGLEsearch best practices and cataloging of electronic resources.	The one topic not covered in the meeting, future direction of collections, will be addressed at a future meeting.
b. Determine a list of periodicals to migrate to electronic only.	Due to renovation of the library's third floor, activity on this measure was postponed until fall 2012.	A list will be determined by the end of October 2012 in time to edit the annual print renewal list changing some print titles to electronic only.
c. Purchase new books in electronic, multi-user format whenever possible.	Our goal of reaching a 5% milestone this year was met. As of June 30, 2012, the library owns 3,348 electronic books, which is 5.6% of the total collection of 59,225 titles.	More electronic books from our vendors will be selected and purchased, especially those found in poor condition or in need of updating during the weeding project.
d. Refine process for electronic filing of Master's degree theses and dissertations.	Process developed in spring 2012. Instructional research guide drafted.	Online instructions will be available for the December 2012 graduates.
e. Complete the digitization of theses back file.	Digitization of the ERAU thesis collection was completed in November 2011.	Process in place to electronically file all theses and dissertations to the Proquest thesis and dissertations database.

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Goal #2: Continue exploring the collection development process.

Objectives	Progress	Future
a. Update the collection development policy.	New policy finalized and approved in August 2011.	The policy will be reviewed annually and updated as needed.
b. Update donation procedure and forms.	Form revised and in use by November 2011.	
c. Explore alternative ways to obtain materials.	In December 2011, began using Coutts approval slip profiles for faster identification of relevant titles.	Additional vendors will be evaluated in the next year.
d. Refine weeding process.	Criteria developed in January 2012. The entire circulating book collection was evaluated and at least 25,000 books were removed by April 2012. The vertical file was also weeded.	Additional weeding will be done in the coming year.

Objectives	Progress	Future
<p>a. Promote the library across the Daytona Beach campus with planned activities.</p> <ul style="list-style-type: none"> • Banned Books Week • National Library Week • Promote EAGLEsearch • Reach out to other departments to assist in the promotion of library services and resources • READ poster events • National Gaming Day • Library2Go • Open house during orientation • Cram with Cookies 	<p>Created displays and organized events for many of the planned activities.</p> <ul style="list-style-type: none"> • A contest was held for Banned Books Week. • Patrons were asked to name their favorite book during National Library Week. • Signs and QR codes were created to promote EAGLEsearch. • Two READ poster events were held. • New students and their parents were greeted by library staff during orientation week of the fall 2011 semester, which received very favorable feedback from students and parents alike. • Librarians met with faculty throughout the year as part of the academic liaison program. • The library director gave a presentation about library services and resources at the April 2012 faculty senate meeting. • Two Cram with Cookies events were held and students responded with very supportive feedback. 	<p>Some activities were not held and others were tried but did not receive much support from the patrons.</p>
<p>b. Investigate desktop delivery of physical library materials to faculty and staff on DB campus.</p>	<p>ILL began scanning and sending copies of articles from the library's print collection to DB faculty and staff in November 2011.</p>	

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Goal #4: Continue investigation of ways to preserve special and unique print collections digitally.

Objectives	Progress	Future
a. Develop preservation plan.	Plan developed and approved in August 2011.	
b. Prioritize collections to be digitized and preserved electronically.	Spoke to two possible consultants and hired one for three days to examine collection in June 2011.	
c. Investigate funding and partnering opportunities for the digitization projects.	No progress.	
d. Utilize library staff to scan print collections as appropriate.	Issues from the following collections were scanned: <ul style="list-style-type: none"> • Arthur Fisher's handwritten notes • Avion • Fly Paper • Informer • Jetstream • Journal of aviation/aerospace education & research (JAAER) • Phoenix yearbooks 	Additional issues from the various collections will be scanned as time allows.
e. Determine best equipment recommended for scanning projects.	Vendor demonstrations were held in November 2011.	Additional vendors will be asked to showcase their equipment in the coming year.
f. Research digital repositories to determine a system that best meets the library's needs.	A free version of CONTENTdm was tested. The library director researched other vendors at a conference in June 2012.	

Objectives	Progress	Future
a. Work with Information Technology to establish direct access (with authentication) from Hunt Library website to the electronic databases.	A direct connection from an alphabetical list of databases was created on the Hunt Library website in August 2011 as was access from a subject listing of databases.	An A-Z list of electronic and print periodicals is planned for next year.
b. Implement Summon discovery tool that ERAU licensed in spring 2011.	Implemented EAGLEsearch in August 2011.	
c. Determine desirable features that the library's current integrated library system does not have.	A task force was created and investigative visits to other institutions were conducted. A list of desirable features was created in December 2011.	
d. Investigate alternative methods for reference service.	<ul style="list-style-type: none"> • Chat reference service for DB campus patrons was initiated in August 2011. • Chat reference service for Worldwide patrons was initiated in January 2012. • The library licensed the LibGuides software to create research guides and the new guides were released to the public in May 2012. 	
e. Explore enhancements to the library's online presence.	Work has begun on creating an interactive online module to help students learn about library resources and how to use them.	Creation of a new Library Basic Training and other new models planned for late 2012.