

NMHU Unit Strategic Planning: FY21 Plan
 Unit name: Donnelly Library
 VP: R. Gonzales / Director: R. Aragon
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PLAN - Unit Goals / Objectives

Unit	Unit / Department Objective	Purpose of Objective	SP Goal 1	SP Goal 2	SP Goal 3	SP Goal 4	SP Goal 5	Status (New or Ongoing)	Timeframe	Measureable outcomes
Library	Acquire materials requested by departments and to meet student needs with an emphasis on online resources	Provide up-to-date material for students in person and remotely. In addition, to keep all departments in line with the most current material on their disciplines.	x	x	x	x	x	Ongoing	Annually	A. Document inflationary costs vs. increase/decrease in budget B. Librarians contact departments 1x per semester
Library	Adequately build collections for new programs and degrees with an emphasis on online resources	Enhance any new programs with print and online resources needed to sustain the programs.		x			x	Ongoing	Annually	Submit input on new programs and degrees to the office of the VPAA
Library	Increase number of students receiving library instruction	Conduct library instructions to students through in-person and online classes so they would get a better knowledge of how to use the resources offered to them by the library.	x	x	x		x	Ongoing	Annually	A. Review instruction materials and modes B. number of students and classes
Library	Improve reference and research services	The intent is to reach as many students, faculty, staff, and other patrons as possible by using both in-person and online resources to help with any reference or research questions.	x		x		x	Ongoing	Annually	Number of tutorial web page and YouTube channel hits. Reference statistics.
Library	Provide more varied public programs and exhibits	Provide programs and exhibits that focus on and include different topics that are of interest to the public either through participation in attendance, presentation and/or through exhibits.			x	x	x	Ongoing	Annually	Number of programs & attendees; and list of partnering units & organizations
Library	Promote the library as a good study space	Use social media, and other means of publicity to let students know about the library and the services it provides including already existing and new study areas for students to gather in groups or individually to study in a quiet place.		x		x		Ongoing	Annually	A. Post on the University Facebook accounts at least 1x per month B. Frequency of study rooms booked each semester and gate count

Library	Partner with community groups and schools to broaden services/offerings and identify needs	Collaborate with outside groups and schools from the university in order to widen our services and provide guidance in areas that may be needed.			x				Ongoing	Annually	A. Communicate annually with local school entities B. Quarterly meetings
Library	Process archival collections and actively solicit material for the university archives	To facilitate use of archival materials and expand the collections to ensure a more diverse and inclusive historical record	x		x	x	x		Ongoing	Annually	Collections processed, materials accrued, and outreach accomplished.
Library	Provide up-to-date computer labs and equipment to promote student success	Providing the most current computer labs and equipment will help students to access any information needed for classes, research papers, and independent study and give staff the necessary tools to provide services and resources to students	x				x		Ongoing	Annually	Regular correspondence with ITS on technology issues
Library	Create online access to archival and photograph collections	To expand access to archival materials to students and researchers and aid in preservation	x		x	x	x		Ongoing	Annually	Develop a plan for online access to collection

DO - Implement Plan		STUDY - Assessment			ACT - Improve
Action(s)	Budget implication	Status (Met, Ongoing, Stop)	Outcome(s)	Challenge(s)	Improvement(s)
A. Work with Faculty Library Committee to get recommendations from departments and individuals B. Librarians communicate with assigned departments to assist in determining needs	Yes	Ongoing	To Be Determined	To Be Determined	To Be Determined
Consult with departments and office of the VPAA concerning materials available and/or needed for emerging programs and degrees	Yes	Ongoing	To Be Determined	To Be Determined	To Be Determined
A. Meet annually to review library instruction B. Increase library instruction numbers	No	Ongoing	To Be Determined	To Be Determined	To Be Determined
Increase use of Tutorials.	No	Ongoing	To Be Determined	To Be Determined	To Be Determined
A. Continue current virtual and live programming B. More programming on topics of interest to students C. Coordinate programming with other units	No	Ongoing	To Be Determined	To Be Determined	To Be Determined
A. Use social media to promote the library and encourage use of study areas B. Improve group study areas	Yes	Ongoing	To Be Determined	To Be Determined	To Be Determined

A. Outreach to school librarians, teachers, and parents B. Continue to coordinate and promote the Northeastern New Mexico Librarians group	No	Ongoing	To Be Determined	To Be Determined	To Be Determined
Archivist will make connections with community and university partners. Archivist will evaluate action plan.	Yes	Ongoing	To Be Determined	To Be Determined	To Be Determined
Work with ITS and VPFA to replace the library's staff and student computers and address technology needs	Yes	Ongoing	To Be Determined	To Be Determined	To Be Determined
Draft of plan for online access	Yes	Ongoing	To Be Determined	To Be Determined	To Be Determined