



Leabharlann UCD
UCD Library



UCD Library Annual Plan 2013-2014

www.ucd.ie/library



Library Strategy and Planning

The mission of UCD Library is to organise the University's information to inspire engagement and learning, to enable its use in promoting research and innovation, and to contribute to the preservation of Irish cultural heritage.

We are guided in achieving our mission by the UCD Strategic Plan to 2014 and by the Library Strategic Plan 2010-2014. Much progress has been made in the academic year 2012-2013, notwithstanding a challenging resource environment: a summary of key developments 2012-2013 is available in a companion document.

Here we outline our particular developmental priorities for 2013-2014, which we hope to achieve alongside maintaining our ongoing services and infrastructure.

The Library Environment

We will:

- Continue to increase our supports for self-service in library facilities by introducing: online group study room bookings; a library fines payment kiosk at James Joyce Library; a full online library fines payment facility, integrated with UCard and UCD InfoHub;
- Pilot early opening extended hours in the James Joyce Library, from 7 a.m., providing this in the first instance for the pre-exam period, Semester 1;
- Continue to review our opening hours with a view to enhancing our services to meet student demand;
- Continue our joint leadership and planning work on the Newman-Joyce Precinct redevelopment project;
- Upgrade the PCs in our information skills rooms;
- Upgrade the access control gate system in the James Joyce Library;
- Upgrade the Library Management System to the new Sierra platform;
- Review our key online resource discovery tool, Findit @UCD Library, the review including the following functionalities: link resolver; knowledgebase; A-Z utility; and search service;
- Go live with a wider range of chat (instant messaging) options to support users;
- Publish updated library rules and regulations in accordance with the forthcoming University student charter and revised student complaints procedure.

Collection Services

We will:

- Complete the ERMS (Electronic Resource Management System) project, which will provide administrative staff functions and public searching of all our online resources from within our main library catalogue system;
- Go live with e-theses submission and digital availability of University theses, develop workflows to support this and monitor and encourage use;
- Work with Schools to update and prepare Information Resource Policies;

- Develop a preservation policy for the entire collection;
- Produce an updated and comprehensive range of supports to assist our user community in dealing with all aspects of copyright as it relates to library resources;
- Make substantial progress on weeding the collections in line with collection policies;
- Complete an assessment of the Patron Driven Acquisition (PDA) pilot, which offered direct user selection of materials for the print and online book collection, and determine our future approach to this;
- Establish a Friends of UCD Library group, collaborating with UCD Foundation and other academic units on this, to support Special Collections and other collection development;
- Offer from November 2013 an exhibition and surrounding events to celebrate the Thomas Kinsella Collection, a donation of his library received from the author in 2013;
- Catalogue the Thomas Kinsella Collection;
- Run a programme of other exhibitions during the year around various literary collections and the theme of the Great War;
- Work on the UCD Digital Library in the following areas: revised workflows for item ingestion and management of digital collections; review of user information; robust off-site backup solution; re-design of the administrative and cataloguing database; development of full-text searching; implementation of OCR (Optical Character Recognition); development of geospatial capabilities; working with repository managers and academic staff to select new collections.

Teaching and Learning

We will:

- Monitor and develop use of the Library Link supported learning space in James Joyce Library during the year, and encourage University student support services and academic units to avail of the space;
- Collaborate with programme coordinators to ensure that the Library can actively support the attainment of key programme outcomes;
- Continue to support and contribute to: generic study skills initiatives in the University programmes; the University's widening participation agenda, UCD orientation and student retention initiatives; University staff development through HR Learning and Development programmes;
- Offer our Leaving Certificate Study Scheme, providing study space to these students;
- Further develop: our range of online tutorials and e-learning materials to support self-directed and lifelong learning, including an audit of progress to date of deliverables and skill sets achieved; the UCD Library Learning Support Menu, which provides a range of research skills options for teaching staff to embed in their programmes; our series of subject-based and walk-in Library workshops to support users at all levels; the range of online guides to support subject searching;
- Continue to develop metrics to help measure student information skill competencies, assess use of online materials, assess impact of interventions; ensuring library support is relevant, timely and appropriate to need.

Research and Innovation

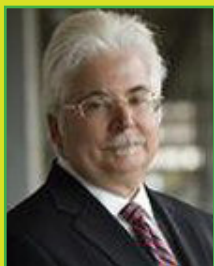
We will:

- Ensure systematic records management through the use of the Confluence wiki, and the development of a suite of documentation, including workflow manuals, best practice guidelines, and policies;
- Develop a UCD Data Hub site and commence offering research data management services, in conjunction with key stakeholders in UCD;
- Continue to develop Research Repository UCD including: reviewing the linkage with the University Research Management System; additional content types; seamless linkage with other discipline-specific repositories;
- Work with UCD Research to further develop our bibliometrics support service for both individuals and research and academic units, including promotion of the ORCID unique researcher ID scheme;
- Commence offering basic GIS services including: guides and tutorials; basic map making courses;
- Develop and deliver an advertising campaign, funded by Ordnance Survey Ireland, to publicise the mapping services offered through Archinfo, the UCD Library fee-based information service for architects and planners;
- Work on the national ISSDA (Irish Social Science Data Archive) service in the following areas: creation of an ISSDA board; seeking funding to guarantee the future of the service; administrative processes; publicity and marketing of the service; liaison with data providers; development of the functionality of the website.

Organisation and Business Functions

We will:

- Develop and implement an asset management solution for the hardware and software inventory of UCD Library;
- Go live with a UCD Library Emergency Response Plan (in event of disaster) and also collaborate with Archives and Folklore in this area;
- Prepare, administrate and report on the LibQual+ general library survey in February 2014;
- Prepare and provide data for the Library Quality Review Self Assessment Report (SAR);
- Review and enhance support for QA/QI and accreditations, working with UCD Teaching and Learning, UCD Research and UCD Quality to develop services to support all aspects of Schools / Institutes undergoing quality review processes;
- Establish new data co-ordinating systems and processes for in-house management information;
- Deliver on our commitments to improve internal library staff communications in a range of areas including: holding an annual library staff developmental event; completing reorganisation of the Library staff intranet and extending the content; investigating the viability of shadowing; holding library wide "show and tell" sessions;
- Conduct an audit of our current skills gap in relation to our strategic plan, and develop a staff development policy and plan that will enable staff, within the UCD context, to reach their full potential and to carry out their responsibilities in an effective, competent and cost efficient manner.



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