SCRLC WORK PLAN JANUARY-JUNE 2018

RESOURCE SHARING

Goals	Activities	Outcomes
CCDA. Facilitate CCDA for Academic Libraries program to enhance academic library collections, increasing their collective buying power and strengthening regional resources available to NYS students, educators, researchers, and residents.	• Assist academic libraries in completing their forms. • Review and complete their applications. • Encourage CCDA recipients to use the discussion list to network and communicate changes in their individual collection areas. • Maintain ongoing records for the program and publish on SCRLC's website.	The fiscal services manager assisted a librarian with new responsibilities for CCDA. This process does not otherwise occur Jan-June. Not accomplished—this activity is best left for the fall as CCDA applications are opened. Records were updated for 2017-2018.
Medical Information Services Program (MISP). Distribute MISP program funds to improve access to medical and health information.	• Monitor Electronic Fund Transfer Service activity. • Among SCRLC members of all types, promote the availability of MISP to fund interlibrary loans obtained from NN/LM resource libraries. • Ensure that NN/LM resource libraries are used appropriately. • Fund relevant health-related electronic resources as feasible.	Fiscal services manager continually monitors the activity. Four members received a total of $5342 during this period. SCRLC used $200 to set up an EFTS account on behalf of Hospitals without a librarian/circuit librarian. MISP was promoted in May 25 weekly news and during field visits as relevant. Worked with one hospital on their DOCLINE routing table—their use of MISP has decreased; follow up is still necessary to ensure they are using ILL. HLSP Advisory Committee recommended changes to Stat!Ref eBooks. Explored HSLANJ (NJ consortium) option for Stat!Ref subscription. As of 6/30, still waiting to hear back from them. TDNet portal will be eliminated or dropped to 4-5 hospitals due to need.
Interlibrary Loan. Enable library users to efficiently and quickly obtain material not available in their local libraries.	• Publish comprehensive LibGuide for the region. • Further update the resource sharing area of the website. • Hold one interlibrary loan users' group meeting. • Revise the regional interlibrary loan code. • Promote and monitor Bibliographic and Referral Center (BARC) use. • Monitor interlibrary loan changes, e.g. Tipasa/ILLiad.	This is almost ready for prime-time and will be finalized at August 3 RS Advisory Committee meeting. The website was minimally updated to reflect current information. The RS Users Group meeting was postponed to 9/25 due to scheduling conflict with IDS. RSAC recommended retiring the ILL Code due to current ILL patterns; national code suffices. An ILL statement was added to membership guidelines. Board approved all changes. BARC was monitored; its use is growing from library system use. Under what circumstances could an individual library stop its ILL operation and just use BARC? Discussion at the RSUG and Board levels will need to occur; BARC Guidelines for Use may need revision. ILL changes are monitored with RSAC. At the request of a member, developed an ALMA listserv for those migrating.

RESOURCE SHARING

Goals	Activities	Outcomes
Cataloging Services. Ensure NYS students, educators, lifelong learners, and residents efficiently discover materials held by SCRLC libraries. Explore regional and statewide opportunities to improve access to materials for these groups.	• Be a point of contact for help with challenging cataloging items.	Although cataloging was not done during this period, our digital services librarian met with one library to discuss their future cataloging needs. Until we have more staffing in place, it is not a service that can be advertised. It is also not meant to replace anyone's cataloging operation.
Delivery. Support the efficient and fast delivery of interlibrary loan materials among SCRLC members to benefit NYS students, educators, lifelong learners, and residents via promotion and support of regional and statewide delivery service.	• Explore statewide delivery initiatives, including partnership opportunities, e.g. IDS participation for more SCRLC members; public library systems or school library systems using ELD. • Advertise UPS CampusShip to elicit wider participation. • Evaluate the ILL delivery subsidy grant program.	Monitoring. To be advertised in July 6 *News* and again in September. It will also be mentioned at the 9/25 RSUG meeting. A subcommittee met in June and developed a proposal for the full RSAC, which will be meeting on 8/3; it will be up for Board approval in September.
Digital Collections Access. Investigate the need for and feasibility of building or sharing a regional or multi-regional digital repository that would address regional digital preservation needs, and would include original research, non-print regionally-produced work (e.g., digital art, music), unique works, datasets, publications, and other types of born digital and digitized objects.	• Explore regional digital preservation needs and potential services.	Digitization Advisory Committee met in May to discuss options. They would like to pilot Archivematica with Ithaca College and review the software to assess the feasibility and cost of implementing regionally.

EDUCATIONAL SERVICES

Goals	Activities	Outcomes
Provide high quality and relevant learning opportunities, both face-to-face and electronically, to meet the current and future needs of regional library workers.	• Conduct education needs assessment and use the feedback to plan remaining 2018 activities.	81 respondents; a summary of the results was reported in the 5/11 *SCRLC News.*
	• Update the Educational Services LibGuide, based around the monthly education focus.	This was updated.
	• Enlist a diverse group of speakers and presenters from underrepresented groups for CE offerings.	We look for diverse speakers; will also be looking toward the D4L graduates, who have learned best practices for teaching online.
	• Experiment with new instructional design techniques.	Tried shorter TPS webinars for cultural orgs to show their collections; shorter session with questions for Active & Engaged Libraries; more interactive/exercise-based talks at Reflecting on Reference. We will experiment with D4L learning circles.
Enhance the accessibility of learning opportunities for the region.	• Activate additional networking groups.	The new SIGS were Active & Engaged Libraries (changing to D-E-I); Information Literacy, Reference & Instruction; and an Alma migration group.
	• Offer a wide variety of educational activities, both face-to-face and online that meet regional needs and address the emerging realities and demographic trends, including workshops, special interest groups, and webinars. In 2018, determine what SIGs are needed and facilitate their meetings.	In process / on-going.
	• Monitor innovative CE opportunities for our members and/or their users/members.	Education needs assessment and the Educational Services Advisory Committee offers ideas; we also follow various listservs for ideas; we pass on relevant opportunities from other organizations.
	• Monitor the Design 4 Learning WebJunction online training program; encourage members to use it through the newsletter, D4L blog, and social media.	This was accomplished; the grant was completed; final report sent, final payment received. We do have an on-going responsibility to sustain the work for several years.
Provide culturally responsive learning opportunities.	• Offer programs focused on issues of diversity, social responsibility, etc.	Accomplished—April 13 social justice summit follow-up was held; SIG established; working with a task force on a D-E-I plan for the Council.

CONSULTING & DEVELOPMENT SERVICES

Goals	Activities	Outcomes
To facilitate the provision of expertise, advice, training, or referrals in specific areas of library leadership and operation, or customized teaching and services to members.	• Provide assistance by email, phone, field visits, and other means. • Offer customized training to member organizations. • Offer focus group sessions for members.	Ongoing. There were 11 visits with members. Julia offered an oral history program at History Center; Jessica evaluated space needs at Cortland County Historical Society. Focus groups are mentioned during field visits; will advertise again in upcoming News edition.
To facilitate knowledge-sharing and member collaboration.	• Newsletter items.	The *News* was published each Friday. This was also accomplished through the travelling and online exhibits.
Incubate innovative information technologies and services through SCRLC-sponsored initiatives and grant opportunities that impact members and adhere to SCRLC's guiding principles.	• Review information technology trends.	Some of the ways we keep up with trends: ALA's Future of Libraries; Bryan Alexander's program; the Vital Edge with Gideon Rosenblatt; CISCO Live, Amy Webb, Horizon Report (EDUCAUSE acquired the rights after the demise of the New Media Consortium).
	• Explore a Shark Tank or Guppy Tank (or a Dolphin Tank!) model for members to pitch innovative grant projects to the Council.	ACITS will be discussing again over the summer; the timing was not right to try this Jan-June.

COLLABORATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS

Goals	Activities	Outcomes
Provide member libraries and library systems with effective information services and programs to enable them to better serve NYS students, educators, lifelong learners, and residents anywhere, anytime.	• Collaborate with other library systems and organizations to offer learning opportunities; support multi-systems' efforts.	Active & Engaged Librarians was a collaborative follow-up to the July Social Justice program and involved TCPL, BCPL, TC3 & Upstate Medical. We are collaborating with ESLN, ASLS (NYLA), and ENYACRL for Academic Libraries 2018. We collaborated with Ithaca College to offer a WALDO update. TPS has been a collaboration of the school library systems and Binghamton U, Fenimore, Corning Museum of Glass, and Hyde Hall . Cornell worked closely with us on the reference program. Also the work with New York Heritage, NY Historic Newspapers & EADC project—all which are supported and promoted.
Form partnerships with other library systems and organizations to advance common goals and provide support for shared services.		
Promote SCRLC activities as appropriate outside the region.	• Support and offer leadership for collaborative Empire State Library Network initiatives including the 2018 Academic Libraries Conference.	As above; the program is scheduled for October 11-12 at Hotel Ithaca. SCRLC led the way for exhibits to be hosted within New York Heritage.
	• Enable other Empire State Library Network members to engage with SCRLC's learning opportunities.	SCRLC learning opportunities were offered to ESLN staff and member libraries at SCRLC prices.
	• Advertise SCRLC's opportunities and knowledge sharing communications via NYLINE and other out-of-region discussion or distribution lists; enable a wide-range of library organizations to subscribe to scrlc-l.	Accomplished.

HOSPITAL LIBRARY SERVICES PROGRAM (HLSP)

Goals	Activities	Outcomes
Serve the information needs of regional health care professionals through the provision of health and medical information resources and services to their libraries. .	• Evaluate alternatives for delivering this program: send recommendation to Board by June 2018. • Check in with each hospital member; conduct field visits. • Support medical/health-related electronic resources. • Collaborate with other library systems/councils to offer continuing education opportunities and discounted pricing on electronic resources. • Create hospital library/education dept. profiles to better understand each member's strengths/weaknesses, hospital resource sharing and partner networks and new areas of opportunity for SCRLC involvement and service offerings. • Update HLSP LibGuide and the SCRLC HLSP website section. • Promote and ensure that all hospitals are using the electronic resources provided through HLSP and SCRLC. • Act as back up searcher for hospitals; forward DOCLINE requests.	Alternative models were evaluated; the Board approved the outreach services librarian position that will incorporate HLSP responsibilities. Accomplished. Accomplished. CE opportunities did not present during this period; HSLANJ membership was investigated. TDNet needs were assessed and as part of this, affiliations (and what that means for library service) were identified. This is on-going. The website is up-to-date for now though it could be expanded; the LibGuide will be updated when we know the Stat!Ref titles. On-going. On-going; no requests to date.

LEADERSHIP AND ADMINISTRATION

Goals	Activities	Outcomes
SCRLC utilizes its resources in an effective and efficient manner.	• Plan programs and services effectively; report on accomplishments in the annual report. • Support the work of the Board and offer Board development opportunities. • **Re-examine membership requirements (e.g., ILL code, what membership responsibilities).**	On-going. The Board Retreat has been planned for 7/9/18. The ILL Code was retired; especially with so many new Board members, this would be a good conversation to have in September.
SCRLC demonstrates best practices in sustainable resource management, staff development, and workplace wellness.	• Promote best practices for green and sustainability programs and initiatives. • Offer staff development opportunities.	Promoted NYLA's sustainability program; member engagement librarian served on committee; composted at the Reflecting on Reference. Staff attended various conferences, programs, and webinars; staff development day is planned for August..
SCRLC is an innovative library organization, responsive to its membership.	• Support innovation and program development.	Examples: A shark/guppy tank is planned; Ask the Lawyer will be Implemented in July; investigating digital preservation; D4L continues; developed online exhibits. Digital services librarian attended Computers in Libraries and NY Cultural Heritage Tourism spring conference for ideas.

COORDINATED SERVICES

Goals	Activities	Outcomes
Virtual Reference. Facilitate participation in collaborative virtual reference to enable member libraries to provide quality, relevant, and timely information services to NYS students, educators, lifelong learners, and residents.	• Participate collaboratively in NYS virtual reference initiatives. • Evaluate participation in VR services initiatives,	Accomplished. If more participants drop out and we do not get new ones, it will not be cost-effective to be a consortial member.
Resource Acquisition & Access. Facilitate and enhance access to information for member libraries and library systems NYS students, educators, lifelong learners, and residents' access to information.	• Review the Regional Bibliographic Data Bases and Interlibrary Resource Sharing (RBDB) program—develop recommendation to the Board regarding electronic resources. • Fund access to electronic resources. • Provide centralized billing and ordering for products of value to regional or statewide libraries and library systems. • Explore group purchases and discounts for members. • Market and provide training on the resources.	Accomplished. Maintaining FirstSearch and EBSCO Art Museum Image Gallery and Literary Reference Center. If this was not the right choice, we can fix it next year and re-subscribe to OmniFile. Accomplished. Examples: RDA (2 libraries), Oxford English Dictionary-1 library, CampusShip-1 library system), FirstSearch (4 libraries unable to use our group subscription). On-going. On-going including through field visits; once we are fully staffed both aspects will increase. The digital services librarian presented e-resources outreach including NOVELny on June 8 for STLS CE Day. She also provided support for members' SCRLC e-resources access issues.

DIGITIZATION

Goals	Activities	Outcomes
Facilitate collaboration and participation within the region to provide a comprehensive digital history of South Central New York State. Provide information and training in the process of digitization, standards, metadata, access, and digital preservation.	• Advocate for and coordinate collaborative digitization efforts. • Support Empire Archival Discovery Cooperative (EADC) implementation in SCRLC region. • Provide information and training in standards and digitization best practices, software, and equipment. • Coordinate implementation of standardized rights statements in NYH for SCRLC. • Contribute to and update institutional pages housed within the new NYH website	Accomplished and on-going. Accomplished. Accomplished. New collections are now added with statements; digital services librarian cleaned up 3 collections; next steps are contacting contributors for unclear rights. Accomplished.
Act as a regional liaison and advocate for SCRLC members to New York Heritage and Empire State Digital Network. . Promote the rich digital content generated by SCRLC members through New York Heritage or other content gateways.	• Educate member institutions on benefits of contributing to NYH and DPLA. • Coordinate individual and collaborative digitization projects. • Create an NYH users group. • Encourage active engagement with digital content.	Examples of on-going efforts: TCPL meeting in June; digital services librarian talked to a prospective member at a conference. Accomplished. Survey sent on June 15 for September meeting and to collect members' emails. Accomplished via field visits, programs, etc.

AWARENESS & ADVOCACY

Goals	Activities	Outcomes
Increase awareness of the role of the regional network of libraries and library systems in providing relevant cost-effective resources, materials, and programs to students, educators, lifelong learners, and NYS residents.	• Participate with NYLA and other library systems in statewide advocacy efforts.	Three SCRLC staff participated in Advocacy Day; the ED is engaged with the regional public library systems to plan a September 14 legislative "thank you" breakfast.
	• Develop within SCRLC a support system to help make connections (mentoring or coaching) and to build a knowledge infrastructure.	Member engagement librarian sent a survey and is attempting to do this. Additional participation is needed.
	• Offer advocacy training, to focus on relationship-building to include ideas on how to identify whom you should be talking to locally.	This is part of the Board Retreat program; ideas will be acted upon after that.
	• Follow up with social justice summit.	April 13 program was held; the ED and digital services librarian presented.
Facilitate recruitment into the profession.	• Maintain and broaden ties with library schools.	ED served on Guiding Council for Syracuse's iSchool. Communicated with all schools in the state for intern and job opportunities.
	• Offer MLS/MLIS internship opportunities.	Offered one internship for 2018 so far.
	• Develop networking opportunities for area MLS/MLIS students, new librarians, and for those considering a career in librarianship.	In process.
	• Develop an online discussion forum or list for students.	Developed.
Ensure, promote, and facilitate cultural competency among regional library workers; increase awareness of diversity within the organization and membership.

Facilitate and promote a diverse regional library workforce; a component of this goal is to improve SCRLC's recruitment of diverse candidates for available positions. | • Offer communications and training; address at meetings of the membership, directors, etc. | Accomplished via *SCRLC* News, annual meeting, and programs. |
	• Include safe zone training (train the trainer) and socio-economic aspects as part of the social justice summit follow-up.	Planned CPR.AED/Naloxone training for libraries; had to move the program from June to July. The Active & Engaged Libraries program addressed issues of gender restrooms. SCRLC also changed its restroom signs to all gender. Future discussion on what they are & how they can operate in libraries is needed.
	• Advertise positions (including internships) widely through scrlc-l, library schools, and lists that reach out to underserved communities.	Accomplished. One of our Board members provided a large list of potential listservs for advertising; the outreach services librarian position was sent out accordingly.
	• Ensure that regional library organizations have access to lists that reach underrepresented groups.	In process—this listing will be included in the D-E-I plan, LibGuide, etc

COMMUNICATION AMONG MEMBER LIBRARIES & LIBRARY SYSTEMS

Goals	Activities	Outcomes
Increase awareness of SCRLC and its programs and services: Become the "first- choice" library organization when needing information, consulting services, or focus groups.	• Maintain frequent communication with members through visits, email, website, chat, phone, weekly newsletter, etc.	Accomplished.
	• Offer regional networking opportunities for library workers.	Accomplished.
	• Conduct site visits; invite members to participate on Board and Advisory Committee members.	Accomplished.
	• Distribute 2017 individualized cost/benefit statements (the "report card").	Accomplished.