

SCRLC WORK PLAN JULY 2020 -JUNE 2021

Red=new; Blue=carried over from 2019-2020

RESOURCE SHARING

Goals	Activities	Outcomes
Coordinated Collection Development for Academic Libraries. 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.	<ul style="list-style-type: none"> 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. Update subscribers. Maintain ongoing records for the program and publish on SCRLC's website. Hold at least one collection-development related learning opportunity—focus on multicultural CD and universal design, e.g. is it an accessible resource. Get CCDA librarians together to update CCDA Plan. 	
Medical Information Services Program (MISP). Distribute MISP program funds to improve access to medical and health information.	<ul style="list-style-type: none"> 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. 	
Interlibrary Loan. Enable library users to efficiently and quickly obtain material not available in their local libraries.	<ul style="list-style-type: none"> Hold an interlibrary loan users' /resource sharing group meeting. Promote SCORA, the regional borrowers card after the pandemic is behind us. Promote and monitor Bibliographic and Referral Center (BARC) use. Monitor interlibrary loan changes, e.g. Tipasa/ILLiad. 	

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.	<ul style="list-style-type: none"> • Be a point of contact for referral with challenging cataloging items. • Investigate a regional catalog via OCLC Discovery/WorldCat. 	
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.	<ul style="list-style-type: none"> • 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 in September and January; update website. 	
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.	<ul style="list-style-type: none"> • Continue to explore regional digital preservation needs and potential services. <ul style="list-style-type: none"> — Encourage use of Digital Dark Archives and additional digital preservation. — Revise regional digitation and preservation plan; include an assessment strategy. 	

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.	<ul style="list-style-type: none"> Plan responsive programs to meet membership needs as they arise in a rapidly changing environment Ensure that diversity, equity and inclusion are at the forefront of SCRLC's educational services by: <ul style="list-style-type: none"> Prioritizing engaging with BIPOC presenters Host programs that focus on DEI Ask all presenters to consider how systemic racism plays a role within their work Suggest and review activities that will be integrated into the next 5-year Plan of Service 	
Enhance the accessibility of learning opportunities for the region.	<ul style="list-style-type: none"> 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. Facilitate/Rebrand SIG meetings/conversations. Monitor innovative CE opportunities for our members and/or their users/members. Monitor the Design 4 Learning WebJunction online training program; encourage members to use it through the newsletter, D4L blog, and social media. Re-visit shared regional experts, e.g., a shadow program for members to find mentors within the SCRLC community. Offer a series of DEI-related continuing education opportunities and ensure that DEI is incorporated into all CE offerings. 	
Provide culturally responsive learning opportunities.	<ul style="list-style-type: none"> Offer programs focused on issues of diversity, social responsibility, etc. 	

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.	<ul style="list-style-type: none"> • Check in with each hospital member; conduct field visits. • Support medical/health-related electronic resources—review and recommend resources for group purchases. • Collaborate with other library systems/councils to offer continuing education opportunities and discounted pricing on electronic resources. • Network with other regional HLSP coordinators to brainstorm services and explore opportunities to increase the impact of SCRLC's HLSP program. • Promote and ensure that all hospitals are using the electronic resources provided through HLSP and SCRLC. • Serve as back up searcher for hospitals; forward DOCLINE requests for hospitals without a librarian. • Monitor changes to DOCLINE and assist HLSP members with any issues they encounter. • Review hospital OCLC holdings, both serials and monographic. • Identify and facilitate opportunities for the hospital libraries to participate in OCLC. • Develop marketing plan for the hospitals. 	

LEADERSHIP AND ADMINISTRATION

Goals	Activities	Outcomes
SCRLC utilizes its resources in an effective and efficient manner.	<ul style="list-style-type: none"> • Plan programs and services effectively; report on accomplishments in the annual report. • Support the work of the Board and offer Board development opportunities. • Hold annual meeting. • Update SCRLC's Disaster Plan. • Create 2021-2026 Plan of Service. 	
SCRLC demonstrates best practices in sustainable resource management, staff development, and workplace wellness.	<ul style="list-style-type: none"> • Promote best practices for green and sustainability programs and initiatives. • Offer staff development opportunities. • Provide assistance to other library organizations on matters of diversity, equity, and inclusion. 	
SCRLC is an innovative library organization, responsive to its membership.	<ul style="list-style-type: none"> • Offer programs and services based on identified needs of the membership. • Support innovation and program development. • Annually produce a consolidated version of the annual report for the membership. 	

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.	<ul style="list-style-type: none"> • Provide assistance by email, phone, field visits, and other means. • Offer customized training to member organizations. • Advertise focus group sessions for members; offer if asked. 	
To facilitate knowledge-sharing and member collaboration.	<ul style="list-style-type: none"> • Develop newsletter items.. • Hold networking meetings; sponsor online exhibits; investigate additional possibilities. • Explore the offering of grants for knowledge-sharing. • Offer a swap and shop to share ideas. 	
Incubate innovative information technologies and services through SCRLC-sponsored initiatives and grant opportunities that impact members and adhere to SCRLC's guiding principles.	<ul style="list-style-type: none"> • Review and disseminate information technology trends. 	

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.	<ul style="list-style-type: none"> • Collaborate with other library systems and organizations to offer learning opportunities; support multi-systems' efforts. 	
Form partnerships with other library systems and organizations to advance common goals and provide support for shared services.	<ul style="list-style-type: none"> • Support and offer leadership for collaborative Empire State Library Network initiatives. 	
Promote SCRLC activities as appropriate outside the region.	<ul style="list-style-type: none"> • Enable other Empire State Library Network members to engage with SCRLC's learning opportunities. • 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. 	

COORDINATED SERVICES

Goals	Activities	Outcomes
<p>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.</p> <p>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.</p>	<ul style="list-style-type: none"> • Participate collaboratively in NYS virtual reference initiatives. • Evaluate participation in VR services initiatives. • Promote participation in the statewide AskUs 24/7 VR program. • Review the Regional Bibliographic Data Bases and Interlibrary Resource Sharing (RBDB) program—develop recommendation to the Board regarding electronic resources. • Offer RBDB grants to members as funds permit. • 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. 	

DIGITIZATION

Goals	Activities	Outcomes
Facilitate collaboration and participation within the region to provide a comprehensive digital history of South Central New York State.	<ul style="list-style-type: none"> • Conduct assessment of current, active participation in NYH and address needs. <ul style="list-style-type: none"> — Identify non-users to contact. — Identify under-represented collections, topics, and locations to prioritize for 2021 RBDB funding. — Identify underutilized collections and encourage marketing strategies for owning institutions. 	
Provide information and training in the process of digitization, standards, metadata, access, and digital preservation.	<ul style="list-style-type: none"> • Provide information and training in standards and digitization best practices, including metadata, technical specifications, and intellectual property rights. • Provide training for relevant software and equipment needed for digitization and collaborative digitization efforts, e.g. NYH. 	
Act as a regional liaison and advocate for SCRLC members to New York Heritage and Empire State Digital Network.	<ul style="list-style-type: none"> • Support Effect Empire Archival Discovery Cooperative (EADC) implementation in SCRLC region. <ul style="list-style-type: none"> — Identify members with finding aids and encourage participation. — Assess need for training in finding aids and EAD; offer training. • Update SCRLC's digitization equipment with monies from legislative grant. • Create a regional NYH Users Group to encourage dialogue. 	
Promote the rich digital content generated by SCRLC members through New York Heritage or other content gateways.	<ul style="list-style-type: none"> • Educate member institutions on benefits of contributing to NYH and DPLA. • Coordinate individual and collaborative digitization projects. • Coordinate activities and communication within NYH users group. • Participate in collaborative exhibit planning and creation. 	

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.	<ul style="list-style-type: none"> • Participate with NYLA and other library systems in statewide advocacy efforts. • Continuing developing within SCRLC a support system to help make connections (mentoring or coaching) and to build a knowledge infrastructure. • Offer advocacy training, to focus on relationship-building to include ideas on how to identify whom you should be talking to locally. • Hold in conjunction with the regional public library systems, the September 13 legislative “thank you” breakfast. • Review and update the Awareness & Advocacy Plan as necessary. • Visit legislators—particularly the newly elected ones—in their home offices. 	
Facilitate recruitment into the profession.	<ul style="list-style-type: none"> • Maintain and broaden ties with library schools. • Offer MLS/MLIS internship opportunities. • Develop networking opportunities for area MLS/MLIS students, new librarians, and for those considering a career in librarianship. • Populate the listserv for students. 	
Ensure, promote, and facilitate cultural competency among regional library workers; increase awareness of diversity within the organization and membership.	<ul style="list-style-type: none"> • Offer communications and training; address at meetings of the membership, directors, etc. • Discuss safe zone training (train the trainer) and socio-economic aspects as part of the diversity, equity, and inclusion initiative. • Advertise positions (including internships) widely through scrlc-l, library schools, and lists that reach out to underserved communities. 	
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.	<ul style="list-style-type: none"> • Advertise DEI LibGuide to members, which includes a list of library-related listservs that reach underrepresented groups. • Ensure that regional library organizations have access to lists that reach underrepresented groups. 	

COMMUNICATION AMONG MEMBER LIBRARIES & LIBRARY SYSTEMS

Goals	Activities	Outcomes
Through networking opportunities and participation in regional and statewide programs and services, facilitate relationship-building and partnerships among member libraries and library systems.	<ul style="list-style-type: none">• Maintain frequent communication with members through visits, email, website, chat, phone, weekly newsletter, etc.• Offer regional networking opportunities for library workers.• Conduct site visits; invite members to participate on Board and Advisory Committee.• Complete and present the updated Communications Plan to the Board for approval.• Distribute 2019-2020 individualized cost/benefit statements (the “report card”) by late fall.	