



ADMINISTRATION 2

ASSESSMENT..... 4

COLLECTIONS..... 5

DIGITAL INITIATIVES..... 6

EQUITY, DIVERSITY, AND INCLUSION 7

PERSONNEL..... 8

POLICY DEVELOPMENT..... 9

OUTREACH & COMMUNITY PARTNERSHIPS 10

SPACE PLANNING & MANAGEMENT 11

SYSTEMS/TECHNOLOGY 12

ADMINISTRATION

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
<p>1. Assure that the Library’s 5-Year Strategic Directions and 2020-2025 Strategic Targets align with NMSU Leads 2025 as appropriate. NMSU LEADS 2025: Goal 4 – Build a Robust University Systems, Objective 4.3.</p>	<p>1.1 The NMSU Library’s Strategic documents will be finalized and align as appropriate with the NMSU Leads 2025 Strategic Plan 1.2 All library employees will include within their 2019 Annual Performance evaluation at least one NMSU Leads 2025 Strategic Goal.</p>	<p>1.1 Percentage Completed 1.2 Percentage of library employees who have completed</p>	<p>Dean Associate Dean Library Management Group All library employees</p>	
<p>2. Evaluate funding/resource levels for R1 level research libraries for our defined peer group. NMSU LEADS 2025: Goal 2 – Elevate Research and Creativity</p>	<p>2.1 Determine what institutions in our peer group are defined as R1 research libraries. 2.2 Assess how we compare with our defined peers on various data elements.</p>	<p>2.1 Percentage of data analysis completed with our R1 research library peer group</p>	<p>Administration Data Management/Assessment Librarian</p>	
<p>3. Funding levels are sufficient to support essential content and resources needs, collections, personnel, programs and services, etc. which support NMSU Research. NMSU LEADS 2025: Goal 2 – Elevate Research and Creativity</p>	<p>3.1 Collaboratively develop and propose a new funding model for the university library’s budgets. 3.2 For the I&G Budget provide adequate funding to: a. offset inflation annually b. include new funding support</p>	<p>3.1 Funding will at a minimum offset inflation annually and provide resources to support academic programs. 3.2 Percentage increase in the levels of funding from alternative revenue resources.</p>	<p>Administration Library Advisory Budget Committee Collection Team VP for Finance Provost University Budget Director Strategic Financial Administrator</p>	



OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
4. Strengthen/redesign library communications with the colleges regarding research services, collections policies, etc. NMSU LEADS 2025: Goal 4 – Build a Robust University System, Objective 4.3	4.1 In consultation with college administrative teams, consider new approaches and implement. 4.2 Develop a new model 4.3 Assess effectiveness of changes in 2020-2021	4.1 Percentage of colleges where new communication model implemented	Dean Associate Dean College Administrative Teams Faculty in all Colleges	



ASSESSMENT

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
1. Be metric driven: Provide data and analytics for academic research library practices, effectiveness, and impact on NMSU Library. NMSU LEADS 2025: Goal 4 – Build a Robust University System	1.1 Align with the new assessment process for program reviews and accreditation a. For the library assessment process to align with the new institutional timetables for library assessment reports b. Improve the face to face interaction with colleges and library departments on feedback regarding library assessment 1.2 Redefine our peer group	Percentage completed	Library Administration Department Heads Office of Assessment Relevant Academic units	
2. Convert our peer group data analysis process to the university’s peer group. NMSU LEADS 2025: GOAL 2 – Elevate Research and Creativity	2.1 Assess where we position among our R1 peer groups in terms of library collections, staffing etc. 2.2 Based on assessment take appropriate actions	Percentage completed	University Administration Library Administration	



COLLECTIONS

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
1. Strategically manage library’s physical collections. NMSU LEADS 2025: GOAL 2 – Elevate Research and Creativity	1.1 Codify collection management administrative rules and procedures for a. Deselection b. Gifts c. Journal cancellations d. Access versus ownership	1.1 Written criteria codified and available on the library’s website	Administration Collections Team	
2. Strengthen the depth of the research collections (R1 level) in the humanities, social sciences, and creative arts. NMSU LEADS 2025: GOAL 2 – Elevate Research and Creativity	2.1 Do collection analytics on collections owned in the humanities, social sciences, and creative arts. 2.2 Based on the collection analytics findings identify collections that need to be strengthen a. Identify at least one collection in each of the areas- humanities, social science, and creative arts, to improve. b. Identify funding and strengthen collections identified.	Percentage completed	Data Management and Assessment Librarian Collections Team	



DIGITAL INITIATIVES

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
1. Increase accessibility and inclusion to primary research content. NMSU LEADS 2025: Goal 2—Elevate Research and Creativity	1.1 Organizationally redesign operational work flow of digitalization unit and implement 1.2 Do longitudinal assessment on digital program collection use and based on results develop an action plan 1.3 Collaboratively participate in open access via HathiTrust project by adding NMSU Agricultural Digital Collections to the HathiTrust Database 1.4 Identify/Process at least one collection in humanities, social sciences or creative arts	Percentage completed	Library Administration Digital project team Department Heads	



EQUITY, DIVERSITY, AND INCLUSION

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
1. Create a diverse, equitable, inclusive, and accessible services, collections, and work environments. NMSU LEADS 2025: Goal 4 – Build a Robust University System, Objective 4.3f	1.1 Develop and Promote strategies for communication and inclusion 1.2 Assess current library work force and faculty demographics to determine how we compare to statewide and regional demographics and definitions of equity, diversity and inclusion.	Percentage completed	Library administration Library management group Chair of 5 Year Task Force	



PERSONNEL

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
1. To have a hiring plan for faculty to the Provost for 2019-2020. NMSU LEADS 2025: Goal 4 – Build a Robust University System	1.1 Submit faculty hiring plan 1.2 Hire 1.3 Submit two staff reclassifications for review and approval.	Percentage completed	Administration Dept. Heads	
2. Provide resources and training to the library workforce on professional development opportunities and institutional support.	2.1 Revitalize the Library U professional development program with the focus on workforce development programs 2.2 Develop a library wide onboarding plan for new employees. a. Implement	Provide 6 programs during the fiscal year Percentage completed	Administration Library U/Associate Dean	
3. Assure that all library early career faculty are trained in university policies and ARP's related to faculty promotion and tenure and annual performance evaluation.	3.1 Provide mandatory administrative training to all early career library faculty.	Percentage of early career faculty completing training	Dean/Associate Dean Library HR Coordinator	



POLICY DEVELOPMENT

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
1. To assure compliance/alignment with other institutional policies eg: NMSU policy, NMSU ARP, BPM, BOR Policy etc.	1.1 Redesign format for all library policies/LARP's 1.2 Continue to systematically revise, review, etc. the 39 active library policies and make changes, revisions as needed.	Percentage completed Review/actions for at least 10 policies	Administration Management Team All library employees	



OUTREACH & COMMUNITY PARTNERSHIPS

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
<p>1. Increase awareness of NMSU Library’s resources and roles in the university and community. NMSU LEADS 2025: Goal 3 – Amplify Extension and Outreach, Objective 3.1</p>	<p>1.1 Develop and implement a plan to increase the level of community partners with NMSU Library 1.2 Implement</p>	<p>Number of partnership established</p>	<p>Administration Staff Library Staff Development Officer University Communications</p>	
<p>2. To elevate research and creative activity in the social sciences, humanities and creative arts within the NMSU Library services, collections etc. NMSU LEADS 2025: Goal 2—Elevate Research and Creativity</p>	<p>2.1 Develop a programmatic approach which will contribute achieving R1 status 2.2 Implement</p>	<p>Meeting R1 status</p>	<p>Library Administration Management Group Library Staff</p>	
<p>3. Explore establishing research and creative activity partnerships between the University Library and other partners in the university.</p>	<p>3.1 Collaboratively identify potential digital research projects to support. a. Select digital research project to support based on resources available and implement b. Do an impact assessment of digital research project</p>	<p>Digital Research Project initiated</p>	<p>Dean of the Library VP for Research Collaborative Partners Task Force</p>	



SPACE PLANNING & MANAGEMENT

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
1. To have adequate physical space to house collections in Zuhl and Branson Libraries. NMSU LEADS 2025: Goal 4 – Build a Robust University System	1.1 Develop a plan to have the capacity to house collections in compliance with shelving capacity standards. 1.2 Implement plan	Percentage on collections shelved in compliance with shelving standards	Dean Associate Dean Provost FS	
2. For all ASC reorganize collections by floors and have growth space for new collections ASC Acquisitions. NMSU LEADS 2025: Goal 4 – Build a Robust University System	2.1 Reconfigure collections and staff spaces on Branson East floors 2, 3, and 4 2.2 Make deselections on unprocessed ASC collections in all unit areas and surplus	Percentage of project completed	Dean Associate Dean ASC Department Head	
3. To optimize use of high density compact shelving to house collection	3.1 Develop a high-density compact shelving plan for 1 st floor Branson Library. 3.2 Do an RFP and identify funding to purchase/install		Campus Architect Library Administration Provost	



SYSTEMS/TECHNOLOGY

OBJECTIVE	ACTION	METRICS	ASSIGNED LEADERS	PROGRESS MADE
1. Be in compliance with Office 365 email NMSU LEADS 2025: Goal 4 – Build a Robust University System	1 Move to intranet, i.e. share point	Percentage completed	Dean Associate Dean Systems	
2. To increase efficiency in our library’s system wide file management.	2 Review all drive functions and make changes as needed	Percentage completed	Systems Library staff	
4. Create efficiencies by expanding Alma Functionality.	4.1 Implement technical services functions a. Publish to OCLC b. EDI invoicing c. Request a purchase 4.2 Investigate Primo interface customization to improve users experiences a. Establish workgroup	Percentage completed	Systems Team Management Team	
5. Find solution to making HathiTrust more user friendly	5.1 Change search functions for HathiTrust from Primo to A-Z databases. 5.2 Train staff and public on changes made	Percentage completed	Systems Team Library Instruction Coordinator	