NCAR Library & Archives 2-year strategic plan: Goals and priorities

Mission

Our strategic plan, goals, and activities are derived from our mission, which is to support and collaborate in scholarly work and educational activities by providing innovative services, strategies, and systems that promote discovery, preserve knowledge, and improve scholarly communication. To meet this mission, we:

- Provide and promote access to, and preservation of, collections that are required for research, for historical record, and for accountability
- Provide and promote access to the scholarship and resources needed by the institution's staff to succeed (e.g. Catalogs, Journals, Books, Reports, Data, etc.)
- Provide and promote comprehensive and timely services to our users in a seamless environment that allows them to accomplish their work accurately and efficiently
- Provide metrics on institutional impact including scholarship (peer-reviewed and grey) and facilities use to aid decision making and reporting (NAR, etc.).

Planning Process

This plan is the result of an iterative process involving Library & Archives project leads and senior management. It began with a brainstorming session to identify opportunities, challenges, and high level assessment of our current service offerings and processes. This group has met over the last few months to develop strategic goals and priority areas of focus for the next two years. Project leads have further defined strategic areas and tasks in six month increments.

The following areas served as an initial organizational structure for fleshing out goals; however, they may not necessarily be a good fit for our current operational structure. For example, the Systems focus area has articulated goals that span many of the other areas. As we move forward with project work, some of these cross-cutting goals and associated tasks will be realigned to appropriate project teams.

Finally, we recognize the need to make allowances for emerging opportunities and new institutional priorities. Thus, we will not only undertake a review of accomplishments at regular intervals but will shift priorities and task expectations accordingly when new opportunities are overwhelming, justifiable and understood by all.

Collections and Collections Services

Preamble:

The NCAR Library & Archives acquire or provide access to materials needed by staff in the conduct of their work. We provide reference and research services, both human-mediated and digital, relative to those materials. We also collect and manage artifacts of institutional scholarly and scientific output, and curate collections that support the UCAR and broader educational community.

(Goals) We will…

- CSG1 – Ensure access to scholarly and educational material to support the research and educational mission of the institution
- CSG2 – Develop robust collections of UCAR/NCAR/UCP scholarly and educational output and organizational history
- CSG3 – Establish the NCAR Library & Archives as first point of contact for NCAR/UCAR-related information needs for staff and the community

(Rationale) Because the value to institution/community will be…
- Access to information resources and services needed for conduct of work
- Access to scholarship and history not otherwise accessible outside the institution
- Trusted and reliable source of information services

In order to meet these goals our priorities will be to…
- CSP1 – Continue to provide research materials and services to staff through provision of subscriptions, book purchases, document delivery, reference and citation services (CSG1)
- CSP2 – Evaluate and improve research collection development and acquisitions processes to be responsive to user needs (CSG1)
- CSP3 – Ensure quality and integrity of resource description across various Library & Archives systems to facilitate and streamline access (CSG1)
- CSP4 – Evaluate OpenSky metadata structure and develop plan for cross-walking to standards based framework and/or metadata import and export services (CSG1)
- CSP5 – Establish more effective means of acquiring UCAR/NCAR-authored scholarship and other UCAR/NCAR created materials for OpenSky (CSG2)
- CSP6 – Identify and rectify any workflow and/or procedural issues with scholarship and archival collection management, especially as pertains to the systems used to curate these collections (CSG1, CSG2, SG2)
- CSP7 – Improve and optimize curation of education collection (DLESE) and ensure comprehensiveness of collection for UCAR-authored educational materials (CSG2)
- CSP8 – Improve and optimize collection and understanding of user needs (CSG3)
- CSP9 – Provide leadership and mentoring within the science library community through internship, volunteer, and visiting scholar opportunities (CSG3)

Data
Preamble:
The NCAR Library & Archives support data management services and practices across the UCAR/NCAR/UCP community through consulting services and by facilitating the development of institution-wide data management and preservation practices. We also provide learning and research opportunities for information science students in data curation.

(Goals) We will…
- DG1 – Improve understanding of and support for use and reuse of UCAR/NCAR data across the Earth system science community through best practices in data citation
- DG2 – Improve practices in data management planning within the UCAR/NCAR organization
- DG3 – Contribute to the development of a data curation workforce

(Rationale) Because the value to institution/community will be…
- Increased access, use and utility of institutional data
- Exposure to information science trends and best practices

In order to meet these goals our priorities will be to…
- DP1 – Continue research on scientific practices related to data publication and citation practices in UCAR data archives (DG1, DG2)

- DP2 – Promote and ensure institutional adoption of policies and procedures spelled out in the data citation White Paper (DG1, DG2)
- DP3 – Link data to scholarship in OpenSky (DG1)
- DP4 – Support institutional compliance with OSTP Directive on open data (DG1, DG2)
- DP5 – Institutionalize the data internship program within the current organizational structure (DG3)
- DP6 – Include in ITC strategic plan provisions for a coherent view of institutional scientific data (DG1, DG2)
- DP7 – Document and analyze impact of data citation efforts (DG1)

Metrics

Preamble:
The NCAR Library & Archives provide leadership to organizational efforts to document and understand metrics of institutional and individual collaboration and impact.

(Goals) We will…
- MG1 – Improve understanding and analysis of scholarly collaboration and impact
- MG2 – Improve the process for investigating and documenting individual contributions to the advancement of NCAR/UCP's science and education
- MG3 – Contribute to organizational efforts to develop overall models of measurable impact

(Rationale) Because the value to institution/community will be…
- Coherent view and elimination of redundancy of institutional metrics across organization
- Better documentation and understanding of UCAR/NCAR/UCP scholarly and scientific value for the University community and our various funding agencies

In order to meet these goals our priorities will be to…
- MP1 – Continue to provide quality service for ARG, PAR, and NAR while working to streamline and optimize these processes (MG2)
- MP2 – Investigate semantic web technologies as a basis for new discovery techniques and institutional metrics (MG2, MG3)
- MP3 – Implement and complete VIVO pilot with EOL (MG1, MG3)
- MP4 – Develop and implement institution-wide strategy to enable impact analysis (MG3)
- MP5 – Obtain funding for VIVO proposal on network effects (MG3)

Preservation

Preamble:
The NCAR Library & Archives have the responsibility to provide long-term preservation of materials that are unique to UCAR/NCAR/UCP. The Library & Archives preservation policy provides a set of guidelines and best practices for digital preservation. We share our expertise in this area with the larger institutional community.

(Goals) We will…
- PG1 – Preserve and ensure long-term access to the institutional memory and intellectual assets

- PG2 – Provide leadership by raising awareness of digital preservation issues and garnering institutional buy-in for preservation activities

<u>(Rationale) Because the value to institution/community will be…</u>
- Prevention of loss of valuable and unique historical record

<u>In order to meet these goals our priorities will be to…</u>
- PP1 – Investigate, acquire and implement technical infrastructure for digital preservation (PG1)
- PP2 – Promote web archiving activities and seek institutional support for further preservation (PG2)
- PP3 – Implement NCAR Library and Archives Digital Preservation Policy for Library & Archives collections to serve as a model for digital asset preservation institution-wide (PG1, PG2)
- PP4 – Work with the ITC to identify and promote preservation risks, challenges, and solutions (PG2)
- PP5 – 11:48 AMsafe (PG1)

Systems
<u>Preamble:</u>
Smooth operation of Library systems is the foundation for all Library services, including collections, metrics, data, and preservation.

<u>(Goals) We will…</u>
- SG1 – Improve discoverability and integration of Library & Archives resources
- SG2 – Ensure effective operation of collection management and discovery systems
- SG3 – Optimize systems for improved collaboration and metrics gathering across the research enterprise

<u>(Rationale) Because the value to institution/community will be…</u>
- Seamless access to, and greater integration and exposure of information resources

<u>In order to meet these goals our priorities will be to…</u>
- SP1 – Establish and implement disaster recovery plan, for both physical and digital collections and systems (SG2, PG1)
- SP2 – Evaluate technical infrastructure for OpenSky submission, management, and preservation (SG1, SG2, CSG2, PG1)
- SP3 – Evaluate and improve mechanisms for discovery and delivery of collection materials (SG1, CSG1)
- SP4 – Provide technical leadership for implementation of VIVO pilot with EOL (SG3, MG2)