

Joseph Simeon Flipper Library

Planning and Implementation 2022

Evaluation and Use of Results for Strategic Goals 2023-2023

Planning and Implementation 2024

**ALLEN UNIVERSITY**  
*Planning and Implementation*  
 Administrative Support Services

Division: Academic Affairs

Unit/Department: Joseph Simeon Flipper Library

Year: 2022

Strategic Goal: Aspiration II, Goals II and III

Strategic Objectives	Tasks/Activities	Performer(s)	Timelines	Budget Implications
<p><b>1. To strengthen the visibility and viability of the library's resources, services, and programming</b></p> <ul style="list-style-type: none"> <li>- Spotlight one student, one employee, and one library resource</li> <li>- Host five programming events</li> <li>- Present ten library workshops</li> </ul>	<p><b>Introduce a weekly Tuesday Tidbit to announce library programming events, services, resources and other spotlights via electronic and posted paper dissemination to strengthen the library's visibility and viability.</b></p> <p><b>Plan activities, a workshop, or select a person or resource to highlight every week for the Tuesday Tidbit announcement.</b></p>	<p><b>Library team Writing Center</b></p>	<p><b>To be implemented on August 16, 2022</b></p> <p><b>Cycle of Tuesdays ongoing</b></p>	<p><b>\$0</b></p>
<p><b>2. To strengthen collaboration between library and other academic units</b></p>	<p><b>Collaborate with the faculty to strengthen the chess club and debate team opportunities for the campus. Host 10 team meetings for either chess club or debate team through semester.</b></p>	<p><b>Bowers Hutchinson Yancey Lyansky Bishop</b></p>	<p><b>To be implemented by September 2022</b></p> <p><b>Ongoing</b></p>	<p><b>\$0</b></p>

	<p><b>Implement a for students-by-students video workshop series. Create 6 workshops for this current semester series.</b></p> <ul style="list-style-type: none"> <li>- <b>Train work-study students on use of library resources</b></li> <li>- <b>Create a script for uniform introductory aspects</b></li> <li>- <b>Train work-study students on the use of screen-cast-omatic the library's free video solution</b></li> <li>- <b>Place videos on the library webpage</b></li> <li>- <b>Generate QR Codes to post and disseminate videos</b></li> </ul>	<p><b>Bowers Work-study Students</b></p>	<p><b>To be published/made available to students by January 2023</b></p>	
<p><b>3.</b> Build library's resources by 5% utilizing a wide range of resources.</p>	<p><b>Purchase electron and print resources to support academic units, new programs (Master of Divinity, and Education)</b></p>	<p><b>Library Team Dr. Stelzts Dr. Humbree Academic Affairs</b></p>	<p><b>May 2023</b></p>	<p><b>\$25,000.00</b></p>

**ALLEN UNIVERSITY**  
*Evaluation and Use of Results for Strategic Goals*  
 Administrative and Educational Support Services

**Division:** Academic Affairs **Unit/Department:** Library **Year:** 2023-2024

**Strategic Goal:** Library Programming and Development **Aspiration 2, Goals 2 and 3**

Objectives/Outcomes	Means of Evaluation	Expected Results	Actual Results	Use of Results
<p><b>1. To strengthen the visibility and viability of the library's resources, services, and programming</b></p> <p><b>A. Continue producing a weekly Tuesday Tidbit to announce library programming events, services, resources and other spotlights via electronic and posted paper dissemination.</b></p> <p><b>B. Spotlight one student, or one employee, and/or one library resource</b></p> <p><b>C. Host five programming events</b></p>	<p><b>A. Tangible element of producing 12 Tuesday Tidbit announcement- ne Tidbit during Midterm or Final Exam weeks</b></p> <p><b>B. Tangible element of displaying three spotlights in the tidbit announcements- HBCU Library Alliance Internship Program--, Rounds and Kinard USC Visit--, and CLEP Exam Resources--</b></p>	<p><b>A. 12 Tidbit announcements</b></p> <p><b>B. 3 spotlights</b></p> <p><b>C. 5 programming events</b></p> <p><b>D. 10 library workshops</b></p>	<p><b>A. 100% library produced and disseminated 12 tidbit announcements</b></p> <p><b>B. 100% library displayed 3 unique spotlights</b></p> <p><b>C. Exceeded expectation by 140% hosting 7 programming events</b></p> <p><b>D. 100% library presented 10 workshops</b></p>	<p>From previous years' results of 14 tidbit announcements, the library reduced to 12 announcement omitting midterm and final exam weeks. Weeks when announcement were sent via email and placed throughout campus, foot traffic increased. To continue to increase foot traffic, communications should occur in the classrooms, other campus offices, and on the yard.</p> <p>The library will create a marketing booklet for library orientation.</p> <p>The library shall continue to announce programming <b>events</b>, services, resources and other spotlights.</p>

<p><b>D. Present ten library workshops</b></p>	<p><b>C. Tangible element of hosting 5 programming events- number of events, sign-in sheets, and pictures</b>  <b>Haunted Library, All Saints Day, Open Mic, Chess Club Meetings, Anime Club Interest Meeting, Move Night, Debate Team Interest Meeting</b></p> <p><b>D. Tangible element presenting 10 library workshops- number of events, sign-in sheets, and presentation evaluation forms</b>  <b>MLA Workshop, APA Workshop, Time Management</b></p>			<p>The library shall identify ways to carry the conversations across campus to gain interest and support.</p> <p>For item C, the library must have sign-in sheets or take photographs for all programming events</p>
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	<p><b>Workshop, Avoiding Plagiarism Workshop, English Resources, Business Resources, Music Resources, Religion Resources, Test Taking Skills, Library Orientation</b></p>			
<p><b>2. To strengthen collaboration between library and other academic units</b></p> <p><b>A. Collaborate with the faculty to strengthen the chess club and debate team opportunities for the campus. Host 10 organization meetings for either chess club or debate team through semester.</b></p> <p><b>B. Implement a for students by students video workshop series. Create 6 workshops for this current semester series.</b></p>	<p><b>A. Tangible element announcing on tidbit, collaborative planning emails, meeting sign-in sheets, and photographs. The library team hosted 15 chess club meetings, 2 anime club interest meetings, and 2 debate team interest meetings</b></p> <p><b>B. Tangible element number</b></p>	<p>Host 10 organizational meetings with chess team and/or debate club</p> <p>Create 6 videos</p>	<p><b>A. 190% library and said faculty members hosted 19 organizational club meetings 15 Chess Club and interest meetings- 2 anime club 2 debate team</b></p> <p><b>B. In the previous year, the library team achieved 80% of this goal (4 of 6) of videos created by</b></p>	<p>Participation and/or promotional awareness of students on clubs was achieved.</p> <p>The library must identify method to increase student involvement. To do so, the library work-study students will serve as promotional ambassadors.</p> <p>The library and faculty members must identify methods to peak student’s interest and continued engagement.</p> <p>Each semester the library should select designated students and library team members to continue creating videos for this series. The</p>

<ul style="list-style-type: none"> <li>- <b>Train work-study students on use of library resources</b></li> <li>- <b>Create a script for uniform introductory aspects</b></li> <li>- <b>Train work-study students on the use of screen-cast-omatic the library's free video solution</b></li> <li>- <b>Place videos on the library webpage</b></li> <li>- <b>Generate QR Codes to post and disseminate videos</b></li> </ul>	<p><b>videos produced, email planning, available QR Codes, and new videos available on webpage</b></p>		<p><b>library work-study students.</b></p> <ul style="list-style-type: none"> <li>- <b>This year the work-study students/ library team added 4 more videos totaling 8 videos</b></li> <li>- <b>100% target reached - Generate QR Codes to post or posted to the library YouTube page and disseminate videos</b></li> </ul>	<p>target for each semester is to create and make available 4 videos, reducing the number by 2 each semester.</p> <p>Change focus on the collaborative efforts while continuing existing efforts (see next year's plan).</p>
<p>3. Build library's resources by 5% utilizing a wide range of resources.</p> <p><b>Purchase electronic and print resources to support academic units, new programs (Master of Divinity, and Education)</b></p> <ul style="list-style-type: none"> <li>- <b>Evaluate current collections in support of said programs</b></li> <li>- <b>Collaborate with faculty and other</b></li> </ul>	<p><b>Tangible element by count, the library currently has 57,675 physical items and 270 electronic databases in its collection of resources. An increased number count will suffice as a means if evaluation</b></p>	<p><b>Collaborate June 2022</b>  <b>Identify February 2023</b>  <b>Purchase March 2023</b>  <b>Shelf ready May 2023</b></p>	<p>50%of collaboration target reached with the Divinity program</p> <p>100% of physical titles were identified for the Divinity program</p> <p>100% of the physical items were purchased Divinity program</p> <p>All other targets in timeline</p>	<p>Enhance efforts to achieve said goal for the education program</p>

<p><b>subject area professionals to identify resources to support and enhance the programs of study</b></p> <ul style="list-style-type: none"><li>- <b>Purchase, catalog, process, and make new resources available for circulation</b></li></ul>				
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Strategic Goal: Aspiration II, Goals II and III

Strategic Objectives	Tasks/Activities	Performer(s)	Timelines	Budget Implications
<p><b>1. To strengthen the visibility and viability of the library's resources, services, and programming</b></p> <p><b>New Initiatives: Create a Library Orientation booklet to accompany the Tuesday Tidbit</b></p> <p>Continued efforts previously championed:</p> <ul style="list-style-type: none"> <li>- Spotlight one student, one employee, and one library resource</li> </ul>	<p><b>Library Orientation booklet to include all library programming, resources to support every department, with QR Codes and events calendar for each semester/year</b></p>	<p><b>Library Team Library Committee</b></p>	<p><b>To be implemented by September 1, 2023</b></p> <p><b>Cycle of Semesters/years ongoing</b></p>	<p><b>\$0</b></p>

<ul style="list-style-type: none"> <li>- Host five programming events</li> <li>- Present ten library workshops</li> </ul>				
<p><b>2. To strengthen collaboration between library and other academic units</b></p>	<p><b>Collaborate with the faculty, staff, local authors, library committee, and external library supporters for enhanced programing, resources, and services.</b></p> <ul style="list-style-type: none"> <li>- Create Citation Style Guides</li> <li>- Create a semester of library programing events to include: <b>Orientations, workshops, creative collaborations, awareness events, book signing/speaker @ library events of local authors</b></li> </ul>	<p><b>Library Team</b> <b>Library Committee</b> <b>Work-study Students</b> <b>SC State Government Library</b> <b>Richland County Public Library</b> <b>Local Authors</b></p>	<p><b>To be implemented by September 2023</b>  <b>Ongoing</b></p>	<p><b>\$5,000</b></p>
<p><b>3. Build library's resources by 5% utilizing a wide range of resources.</b></p> <ul style="list-style-type: none"> <li>- <b>Enhance library signage for existing collection and new collections in both Flipper and the Theological Library</b></li> </ul>	<p><b>Purchase electronic and print resources to support academic units, new programs (Education and others)</b></p> <p><b>Purchase material and create signage for library initiatives</b></p>	<p><b>Library Team</b> <b>Specific Departments and Academic Affairs</b>  <b>Library Team and Work-study Students</b></p>	<p><b>December 2023</b></p>	<p><b>\$25,000.00</b></p>