

2013-2014 Library Goals

Spaces to inspire learning, innovation, connections, and discovery

- Continuously evaluate and seek out opportunities to improve both recently renovated and all remaining spaces to fully address needs of the University's students, faculty and staff.

Resources to promote learning, innovation, connections, and discovery

- Library resources must meet or exceed the needs of the University's diverse and inclusive community.
- Library services must meet or exceed the changing needs of the University's diverse and inclusive community.
- The professional and personal growth of all library staff will be encouraged, supported and valued.
- The libraries will pursue opportunities for collaboration with internal and external partners that will enhance student engagement.

Communication and education to accelerate learning, innovation, connections, and discovery

- Collaborate with the UR community to incorporate the skills and abilities required to locate, evaluate and effectively use information in order to further enhance university curricula, administration, programs and services.

Boatwright Memorial Library Program Plan

Academic libraries need to be flexible, adaptable, and dynamic spaces to accommodate rapid changes in collections and services. Libraries today serve users who both access and create knowledge; they offer print, digital, and multi-media content and tools for working with those materials. The library continues to reassess and redefine services to support scholars and to position us to facilitate and add value within the scholarly enterprise.

In order to meet the evolving needs of our faculty and students Boatwright Library will address the following in FY1314.

Discovery Technology

The Library has signed a license with Serials Solutions to implement their Summon discovery service in the summer of 2013. A discovery service is a single, unified index that returns a single, unified set of results—allowing users to effectively search and navigate across a library's local, open access, and subscription collections. By implementing this service, we hope to do away information silos. Whereas previously a library user would have to search for books in the catalog and perform a separate search for articles in various databases; Summon will serve as the single point for finding all of our owned, subscription, and locally created content.

Rare Books, Archives and Special Collections (RBASC)

Our initiative in this area supports the objective of enhancing and expanding undergraduate research by using the existing Galvin Rare Book Room as a space for students and faculty to engage in experiential learning opportunities using special collections and archival materials. This will facilitate the development of research skills, primary source literacy and information literacy.

The RBASC Initiative contributes to the improvement of multiple strategic indicators. Data on usage of these collections will be gathered by the library and reported. During FY1314 we will track this initiative and assess its effectiveness to determine the best path forward.

- 1) The Library will track the number and nature of courses that integrate the use of primary source materials from rare books, archives and special collections.
- 2) The Library will provide faculty with opportunities to integrate the use of primary sources into the curriculum.
- 3) The Library will provide a vehicle for sharing student and faculty research derived from these collections

The expansion of Boatwright Memorial Library is part of the Campus Master Plan, <https://masterplan.richmond.edu/> . In FY1314, as we continue our planning for that expansion an essential component of that effort will be planning for adequate storage and programmatic space for these important collections.

1. We seek to greatly expand opportunities for students to conduct research in primary records; adequate space is needed for classes to meet and to engage with primary source collections.
2. Develop, design and plan for space that allows students and faculty to present on their research using the collections.
3. Develop requirements and a preliminary design for space to house and support the special collections and rare books. We expect that renovated space and an enhanced program are likely to attract more donations and will account for that in the planning.
4. Develop plans for an enhanced program and events to be held within the new space, with the collections as a focus. We will collaborate with Advancement and the Alumni Office in this planning effort.

To further this objective, Boatwright Library will continue to inventory and assess all rare book and special collection materials. The first and foremost goal of this process is inventory control. Some items are not in the catalog, some are in the catalog but don't have a bar code attached, and some are in the catalog but not actually on the shelf. Those materials that are currently not described will be cataloged. Bookplate and/or gift information will be added into the catalog record so it will be a discoverable part of catalog searching. This process offers a chance to handle every item to check for current or potential preservation concerns. Areas for collection growth and digitization will be identified. This work will be complete by end of June 2014. We will also continue to expand public access using our existing spaces and look for ways to engage these collections with the curriculum.

The University of Richmond's history matters not just to the University's alumni, faculty, students, and staff but also to scholars and the higher education community. In 1981 the University entered into an agreement with the Virginia Baptist Historical Society (VBHS) to maintain the University of Richmond's archives. This has assured the preservation of significant physical documents (e.g., papers of past presidents) and some exhibits in support of significant events and anniversaries, but we believe it is time to bring the Archives under the structure and care of Boatwright Memorial Library.

The University Archives has six principal needs:

- 1) Create an online finding aid that meets current archival standards and best practices
- 2) Examine the organization of the documents currently in the archives and coordinate that organization with the finding aid
- 3) Begin a program of capturing “born digital” documents and organizing them in a digital archive that complements and supplements the paper-based archives collection
- 4) Prioritize digitization of documents currently in the archives to make them widely accessible to alumni, faculty, students, staff, scholars at other institutions, the Richmond community, and the higher education community
- 5) Develop policies for retention of records (regardless of format or medium) and their transfer to the archives
- 6) Provide expert assistance to researchers who can benefit from using the archival collections.

We would like to begin to address these needs by creating two new positions—a professional archivist and an archive associate and providing work space for these staff members as well as space where existing collections can be processed. In FY1314 we will revise job descriptions and submit a budget request to support this goal. We expect that the University archivist will closely collaborate with the individuals who are managing our enterprise content management system.

Book Arts Studio

In 2012, Boatwright Library accepted a gift of a working professional bookbindery. The bindery was the property of a Greenwich, Connecticut resident who practiced the craft of making bindings in a variety of materials, from morocco leather to cloth and paper. The equipment that comprises this bindery is of the highest quality and consists of a forty-inch Jacques Board Shears, made of cast iron in France more than 150 years ago. It is in full working order. In addition, there is a large backing press, two oversize nipping presses, and two electric stamping machines for putting gilt type onto leather, cloth or paper. There are several sewing frames, numerous fonts of type in a full range of sizes, including decorative symbols. There are three large paper storage cabinets with five or more pullout drawers. In addition, there are more than one hundred decorative brass stamps with wood handles, and a large collection of rollers for making decorative borders. With the bindery comes a small collection of books on the subject of bookbinding.

Working with University Facilities we will complete installation of the donated bookbindery on the 4th floor of Boatwright Memorial Library. We will develop a program plan in cooperation with Art, History, and other interested departments, for the area and materials.

Space Planning & Growth Analysis

Boatwright Library has begun a project to determine our projected space needs for the print collection. An important component of this project will be to determine how much, if any, our print collections will grow over time as we acquire fewer print materials. Another important outcome of this planning will be to take another look at what areas of the building are best for collections and which areas are best for programming. In FY1314, we expect to have a draft plan for the placement and flow of the print collections. We will review that draft with the community and provide an opportunity for comments.

Digital Content Creation & Management

Boatwright Library continues to build our capacity to create and manage digital content. In 2013 we created the new position of Digital Production Coordinator to oversee scanning and imaging workflow. We will engage with faculty and students on multiple projects in 2013-2014. Below are four highlights of our activities in the coming year:

1. *Sutton Collection of Tokyo War Crimes Trial Documents*: We will develop, in partnership with Web Services and University Communications, an interface for the trial transcripts. We will continue outreach efforts and hope to capitalize on potential partnerships with other institutions pursuing similar projects including Georgetown University, the University of Virginia, and Washington University in St. Louis. Our work with our international partner, the International Criminal Court's Legal Tools Database project, will continue during the coming year, with the addition of at least 100 more trial documents to this open resource.
2. *Post-Soviet Resettlement exhibit*: We will continue to support the production of this student-driven oral history project/documentary. Digital Library Services is digitizing photographs, slides, and documents, and is working with Cataloging and Metadata Services, as well as staff at Jewish Family Services, on the metadata. These materials will be available as supplementary resources to students during the documentary editing and production process, which will begin in Summer 2013. Digitized images will also be used to create displays for the museum exhibit and promotional materials, and the online exhibit will be available to the public.
3. *Fight for Knowledge*: We will continue supporting the First Year Seminar that is examining civil rights and massive resistance in Richmond. The course's instructors, Laura Browder and Patricia Herrera have been working with Salvador Barajas, a doctoral student at Virginia Commonwealth University, to develop an online exhibit that highlights materials held in local archives. Several departments at Boatwright Library are collaborating to provide consulting services to the project, and to build the online exhibit on campus. Some content from the Valentine Center for Richmond History and VCU's Cabell Library Special Collections is ready to be uploaded, and the exhibit will be growing as the course

is taught over the next several years.

4. Westhampton Campus Centennial: To support the celebration of the 100th anniversary of the opening of this campus we will complete the digitization of materials related to our move to the Westhampton Campus (blueprints, elevation drawings, maps, documents, photographs, etc.). Digital Library Services is scanning materials from many sources and working with Cataloging and Metadata Services on the metadata. We plan to produce an exhibit that highlights our campus' foundations, history, and growth over time.

Scholarly Communications

Boatwright Library will renew efforts to understand and support the scholarly communications needs of our faculty and students. In partnership with the Muse Law Library we purchased the Berkeley Electronic Press Digital Commons institutional repository and online publishing platform for our campus. We have begun developing initiatives around this system that maximize the dissemination, preservation and impact of the University's scholarship and research. This platform will also give Boatwright Library the ability to develop and manage a sustainable publishing service. We plan to engage University Faculty Council, the deans, and other academic units in conversations that will help us develop an understanding of our requirements as well as a long-term plan for this initiative. To complement these efforts Boatwright Library will provide information and opportunities for conversations about scholarly communication, copyright and intellectual property issues throughout the year.

Information Literacy at the University of Richmond

A strong foundation of information literacy competencies forms the basis for lifelong learning. The liaison librarians at UR work to ensure that every graduate of the University of Richmond is able to identify, access, evaluate, and use information from a variety of research resources. This work springs from our core mission and continues from year to year. Each year we plan and assess our program anew seeking to coordinate our efforts with curriculum and the evolving needs of our students.

To provide an estimation of the FY1314 we can look back at the most recently completed academic year. During the 2012-2013 academic year, liaison librarians taught approximately 300 library instruction sessions to over 4,000 students. In addition to providing classroom instruction, liaison librarians met with students in over 500 individual research appointments and assisted students with over 900 research inquiries through email, IM and SMS. We expect this level of activity to continue in FY1314.

The liaison librarians work in collaboration with faculty to design effective library research assignments and to select print, electronic, and media resources that support the curriculum. Through library sessions in each of the First Year Seminars, the liaisons help students begin to develop an understanding of the research process and the resources available to them in the library and on the Internet.

These collaborations continue throughout the students' curriculum in research-intensive courses that require them to formulate a question or topic, find appropriate information sources, analyze those sources, and use them ethically and effectively. Students who have completed research-intensive courses in a variety of subject areas will understand how researchers and practitioners in the disciplines access, use, generate, organize, and present information.

Finally, capstone courses provide students with opportunities to demonstrate mastery of research competencies and intellectual context within which knowledge in a subject area is generated, as well as knowledge of the subject itself.

Liaison Librarians, inspired by the National Citation Project (site.citationproject.net/), analyzed a random sampling of research papers in UR's First Year Seminars (2012-13) examining how student writers used these sources in their writing. Starting in Fall 2013, we will begin a longitudinal study on "how" students are using resources. The project revolves around three questions:

1. What types of sources are students using?
2. What are students "doing" with the resources: are they copying, patch writing, paraphrasing or summarizing the information they are using?
3. To what extent are student engaging with the resources? What parts of the resources are being used and in what way?

A sampling of research papers will be collected and analyzed by liaison librarians at the end of each term, following the Class of 2017 through their academic career. By examining research over a period of four years, data can be used to inform faculty and help make informed decisions about best practices for teaching rhetorically effective and ethically responsible methods of writing from sources.

MRC Film Programming

The MRC is a very active participant along with the Office of International Education in the planning, scheduling, programming, promoting and hosting of the International Film Series. The IFS includes the screening of 8 – 10 contemporary films from a variety of countries each semester as well as several special film programs that are dedicated to a particular country or culture. The IFS is held at the Ukrop Auditorium in Queally Hall of the ECR School of Business and attended UR students, faculty and staff. It is also free and open to the general public who is a strong supporter of the series.

The International Film Festival (IFS) completed its 24th year in 2012/13. This past fall the IFS had the largest total attendance for any semester in the series to date averaging well over 100 for each screening. (Each of the eight films scheduled played three times over a weekend.) In addition, the 8th Annual African Film Weekend was held during the fall semester and the 8th Annual ChinaFest Film Series was held during the spring

semester. Also, the International Film Series and the Tucker-Boatwright Festival of Film co-sponsored the Latin America at the Movies over the weekend of March 1 – 3, 2013 (16 films screened with introductions by special guests.) Therefore, this has been an especially busy and successful year for international film programming on our campus.