

**Illinois State University**  
**FY21 Planning Document**  
**Milner Library**  
**Submitted by Interim Dean Shari Zeck**

I. Major Objectives for FY21

A. Integrate new systems and processes (*Connect*)

- The library information system shared among CARLI libraries is changing from “Voyager” to “Alma.” “Go live” is set for summer of 2020. This is the backbone of our catalog and discovery services, our acquisitions, our circulation. The first part of FY21 will be spent assessing what we still want and are able to adapt to our needs. Training for users will have to ramp up quickly, as we won’t completely know what we are dealing with until June.
- Assess what we have learned from taking reference services online during the COVID-19 crisis and plan for how best to leverage such processes in normal times
- Continue to improve metadata work and address backlog
- Complete communications toolkit

B. Continue to advance digital humanities and open resources (*Educate and Connect*)

- Host DH speakers and events cancelled in the spring, with emphasis on exploration of new tools and approaches for our faculty
- Work with Office of Research and Graduate Studies to educate faculty on predatory journals, open access, and the changing landscape of academic publishing and library acquisitions.
- Pilot a program to support the creation of open textbooks and their adoption in our classes
- Support training for library faculty and staff in DH
- Continue to expand and communicate the resources of Special Collections to ISU classes
- Enhance digital collections and promote their use

C. Promote instruction both inside and outside the library (*Educate, Connect*)

- Collaborate and partner with campus units on instruction related to effectively evaluating information, especially prior to the November elections
- Identify opportunities to partner with community Arts organizations, museums, and public libraries on programming.

- Actively participate in revision of Gen Ed, offering expertise in information fluency and guidance from ACRL Framework
  - Continue to update libguides and reference information with instructive videos and interactive materials
  - Continue refining messaging about services and materials
  - Work with program review schedule, to work with departments and schools to integrate information fluency outcomes into their curriculum
- D. Begin construction of Student Success Center (*Educate*)
- Architects chosen; work delayed as of March 2020
  - New Student Success Librarian to work with constituents to refine mission of the center and firm up staffing, producing MOUs where necessary
  - Continue to work with advancements to find private dollars to support the Student Success Center into the future.
- E. Continue planning for integration of CTLT in Milner (*Elevate*)
- Prepare for CAP move to floor one
  - Utilize review of floor five materials to de-accession and relocate materials, if Faculty Success Center extends beyond footprint of present CAP location, and to accommodate floor five re-carpeting
  - Create MOUs and work with new Provost on vision for CTLT and Milner's collaboration
- F. Refine Collection Development Processes (*Connect*)
- Develop zero-based personnel plan for public services to help assess work distribution and inform future hiring; refine similar plan for cataloging and acquisitions
  - Integrate comprehensive collection development plan in to next round of program reviews. We planned to begin the first half of summer 2020, but now may need to move to second half.

## II. Permanent Funding Requests

None

## III. Strategic Budget Carryover (see PERS 937)

We are requesting a carryover of \$3.7M.

- We have been SBCing funds for several years to replace carpet on floors 3 and 5. To do this, we needed to have floor 1 open to temporarily move stacks from 3 and 5 while the carpet is laid. We began this process in February, but the closure of the building in March may mean we cannot install carpet until after July 1 (approx. \$130,000)
- The remainder of the SBC (approx. \$3.5M) is for renovation of floor one to create our Student Success Center. We have already committed \$350K

in our architects and have seen preliminary designs, but not all of that \$350k will be spent in FY20

- We have been saving these funds for first phase implementation of the master plan for several years. Being conservative in our use of personnel variance has been key to this carryover.

**IV. Provost Enhancement Requests (PERS 937)**

Pilot program to encourage faculty creation and adoption of open textbooks. \$25K, with Milner matching \$25K (over two years)

**V. Base Instructional Capacity Request**

N/A

**VI. Supplemental Instructional Capacity Request**

N/A

**VII. Personnel Requests: Tenure Track Faculty (PERS 936a)**

- A. Teaching and Learning Librarian (Assistant/Associate)
- B. Fine Arts Librarian (Assistant/Associate)
- C. Digital Archivist (Assistant or Associate)
- D. Data Librarian (Assistant/Associate)
- E. Digital Humanities Librarian (Assistant/Associate)
- F. Metadata Specialist (Assistant/Associate)

**VIII. Personnel Requests: Tenure Track Faculty (PERS 936b)**

none