



K-State 2025 Strategic Action and Alignment Plan

College or Major Unit: K-State Libraries

Department: Metadata & Preservation

1. What are your Department's mission and vision and how does your organization contribute to achieving the University's and your College's/Major Unit's vision for K-State 2025?

Mission: We support the libraries' mission of elevating academic success.

Vision: We provide dynamic leadership and partnerships within the libraries, university, and community on all aspects of metadata and preservation. By anticipating trends and maintaining best practices, we support research, learning, and discovery while enhancing access and preservation for intellectual and cultural resources.

2. What are your Department's key strategic activities and outcomes?

3. Identify [in brackets] which of your Department's strategic outcomes are directly linked to your College's/Major Unit's outcomes. (If your Department or similar unit is not in a College or Major Unit, skip this question.)

Key Activities	Short Term (2013 - 2015) Key Outcomes	Intermediate (2016 - 2020) Key Outcomes	Long Term (2021 - 2025) Key Outcomes
<i>What we plan to do...</i>	<i>What we expect to happen...</i>	<i>What we expect to happen...</i>	<i>What we expect to happen...</i>
MP-1: Support the transformation of physical collections [L-1, L-4]	Initial move and ingest of materials from annex in Lawrence to the annex in Manhattan will be completed [L-1, L-4A] The annex collection disaster plan will be created [L-4A] Environmental monitoring at annex will be implemented [L-4A]	Cataloging for selected uncataloged items in government storage location will be completed [L-1, L-4A] Collection development decisions will be executed reducing the physical footprint with a goal of being at 80% or less capacity at Hale and the branches [L-1, L-4C]	Collection development decisions will be executed reducing the physical footprint with a goal of being at 60% or less capacity at Hale and the branches [L-1, L-4C]
MP-2: Provide accurate access to both physical and digital resources [L-1, L-4]	Implementation of RDA in the catalog will be completed [L-1] 6 metadata staff will participate in non-traditional metadata projects [L1-C] Inventory of branch collections, including linking and database maintenance will be completed [L4-A, L4-D] Migrate to a next generation ILS and transform data as warranted [L-1]	8 metadata staff will participate in non-traditional metadata projects [L1-I] Inventory of Hale's circulating collections, including linking and database maintenance will be completed [L4-H] Metadata expertise applied to systematically disambiguate names in K-REx [L1-I]	We will participate in the transformation of metadata in a post-MARC environment [L-1] All metadata staff will participate in non-traditional metadata projects [L1-I]

MP-3: Provide metadata for existing collections that lack access, with special attention paid to unique collections [L-1, L-5]	Additional 1 FTE Metadata Librarian will be hired [L5-B] 20% increase in records for existing collections without access [L1-B]	30% increase in records for existing collections without access [L1-H] Kansas authority regional funnel will be created [L-1]	40% increase in records for existing collections without access [L1-M]
MP-4: Provide leadership and personnel in order to implement a comprehensive preservation plan, including a digital preservation plan [L-1, L-4, L-5]	0.5-1.0 FTE will be identified to coordinate and be directly involved in actual digital preservation efforts and activities [L5-B] Comprehensive preservation plan will be created for collections with a special emphasis on digital preservation [L-4] Become a member of the National Digital Stewardship Alliance (NDSA) [L-1]	1.5-2.0 FTE will be identified to be directly involved in actual digital preservation efforts and activities [L5-K] Inventory and assess tangible non-print formats for preservation purposes will be completed [L4-H] Become a contributing member of the Digital Public Library of America or other like organizations [L-1]	Potential state-wide or regional digital preservation cooperative will be evaluated for consulting, training, and systems sharing [L-4]

4a. What resources and/or opportunities exist for your Department to achieve its vision and outcomes?

Re-open search and successfully hire for new Metadata Librarian position. Monitor and fill vacancies created by retirements, departures, etc. Maintain appropriate staffing levels.

4b. What resources and/or opportunities are needed for your Department to achieve its vision and outcomes?

Continued support for professional development and training as the work changes.

5. How do you propose to acquire the resources needed for your Department to accomplish its vision and outcomes?

We will acquire the resources through the increased fundraising, expanded funding of the collections, and appropriate grant writing opportunities with other departments in the libraries to supplement access and preservation efforts.

6. How does your plan link to the K-State 2025 University Benchmark Metrics, Common Elements, and Thematic Goals, Outcomes, and Metrics? (See below)

6. Departmental Links to K-State 2025 University Benchmark Metrics, Common Elements, and Thematic Goals, Outcomes, and Metrics

Links to Benchmark Metrics
B-1 - Total research and development expenditures

Links to Common Elements
CE-8 - Technology

Links to University Thematic Goals, Outcomes, and Metrics			
Links to 2025 Thematic Goals and Metrics	Links to Short Term Outcomes (2011 – 2015)	Links to Intermediate Outcomes (2016 – 2020)	Links to Long Term Outcomes (2021 – 2025)
<p>T1 - Research, Scholarly and Creative Activities, and Discovery (RSCAD)</p> <p>Theme 1 Metrics: T1-1 - # of interdisciplinary research projects, institutes, and centers</p>	<p>T1-A - Increased intellectual and financial capital to support RSCAD</p> <p>T1-H - Enhanced visibility and appreciation for research, discovery, and scholarly and creative activities</p>	<p>T1-I - Intellectual and financial capital in place for expanded RSCAD efforts</p> <p>T1-K - Nationally and internationally recognized research centers</p>	<p>T1-P - Research and development expenditures competitive with benchmark institutions</p>
<p>T3 - Graduate Scholarly Experience</p> <p>Theme 3 Metrics: T3-8 - Graduate student satisfaction and utilization rates</p>	<p>T3-C - Engaged graduate students integrated in university life with enhanced visibility and appreciation</p> <p>T3-E - Expectation of excellence for the graduate scholarly experience</p>		
<p>T4 - Engagement, Extension, Outreach and Service</p> <p>Theme 4 Metrics: T4-3 - # of partnerships by sector and geographic boundary supporting collaborative research, education, and engagement</p>	<p>T4-C - Increased recognition of our services as a source of expertise, information, and tools for disciplines worldwide</p>	<p>T4-K - Increased appreciation by K-State graduates for lifelong involvement in engagement and service</p>	
<p>T6 - Facilities and Infrastructure</p> <p>Theme 6 Metrics: T6-4 - Total funding available to support facilities and infrastructure needs</p>	<p>T6-C - Robust and reliable information technology ensuring business continuity and consistent with the achievement of the highest quality levels of support for research, instruction, student services, and administration</p>		