Library Commons
Operational Plan 2014

The Library Commons empowers students and faculty to learn for the future.
Values

The student is the centre of the Georgian learning community.

Teaching and Lifelong Learning
High Standards and Expertise
Respect
Service Excellence
Leadership
Collaboration
Accountability
Intellectual Freedom
Goals

Information Literacy
Resources
Equitable Access
Advancing:
  Service Excellence
  Environments
  Learning
Professional Staff
Collaboration
Continuous Improvement
Information Literacy

We will ensure that graduates of the College achieve an appropriate level of Information Literacy (IL) following the Association of College and Research Libraries’ standards:

- By offering a variety of information literacy/library instruction programs including the College Communications Library Skills Assignment, individual workshop and course models, integrated models, various online tutorials and the Laurentian University adapted model.
- By delivering workshops on IL and library services to faculty via the Centre for Teaching and Learning and through individual or departmental consultation.
- By continually evaluating and assessing the various models of IL instruction we employ, seeking to determine the most effective model for learners.
- By collaborating with faculty in all of our IL work.
- By ensuring that students, faculty and staff are knowledgeable about the legal and ethical use of information via Copyright education and guidelines.
- By ensuring that all library procedures model the tenets of the ethical and legal use of information.
Resources

We will create, acquire, organize, maintain and evaluate appropriate resources in a variety of media formats:

- By creating and maintaining current, relevant collections following standards outlined in the Association of College and Research Libraries (ACRL) as well as any criteria required by accredited academic programs.
- By reviewing and maintaining the budget allocation formula every three years.
- By creating collection profiles which guide our work.
- By conducting a review of the serials collection every three years.
- By moving to electronic/digital formats as appropriate.
- By purchasing resources and systems consortially when possible.
- By collaborating with faculty to identify trends and new materials in the various disciplines.
- By leveraging web-based research guides to provide a gateway to our resources.
Equitable Access

We will provide equitable access to resources for Georgian students:

By endorsing the Canadian Library Association’s statement on Intellectual Freedom and encouraging the democratic exchange of information and ideas.

By offering appropriate hours of operation which meet the needs of each campus library.

By creating and maintaining a webpage which allows students to easily find the resources they need.

By developing and maintaining institutional partnerships, reciprocal borrowing agreements with other libraries and community/group memberships in a way that increases access to resources and services for our students at all campuses and online.

By providing free interlibrary loan service to our students and faculty.

By continuing to develop and promote streaming video services that are easily accessible to users regardless of location.

By improving the accuracy of our online catalogue.

By promoting the use of reserve collections for high demand resources to ensure easy access.
Advancing: Service Excellence, Environments, Learning

We will provide environments conducive to learning, which emphasize customer service:

- By respecting the diversity of our students, faculty and staff and meeting their service needs.
- By providing a variety of learning spaces, physical and virtual.
- By striving to ensure we are optimizing the use of all of our physical spaces in ways that meet the needs of our users most appropriately.
- By providing access to and support for the technology that students require in an open learning environment.
- By providing research help during the majority of our open hours.
- By participating actively in virtual research help consortium projects.
- By maintaining a social media service point while investigating new opportunities.
- By ensuring that students are well informed about our services and collections via engaging signage, promotional activities and timely communications.
- By pursuing options to reduce the environmental impact of library services.
- By understanding that our activities have an impact on student retention and seeking to improve the overall student experience.
Professional Staff

We will ensure professional and competent service by supporting the professional development of staff:

- By ensuring that qualified librarians and library technicians make up a substantial portion of our staff.
- By keeping our memberships with the Canadian Library Association, the Ontario Library Association, the Association of College and Research Libraries (ACRL), the Ontario Film Association, American Library Association, Ontario Association of Library Technicians, as well as relevant individual divisional memberships up to date.
- By providing timely resources to all library staff to meet their self-determined, professional development needs.
- By emphasizing teaching and learning as a key requirement for library professionals and encouraging the use of the Centre for Teaching and Learning.
- By ensuring that all employee evaluations include a professional development planning component.
- By acknowledging Georgian Employee Innovation & Professional Development Week to be a vital, engaging opportunity for personal development and make every effort to allow all staff to attend.
- By encouraging internal communication among departmental teams, work groups, and committees.
Collaboration

We will develop, nurture and collaborate with students, faculty, staff and external agencies to satisfy user needs and support the college’s Strategic Plan:

By providing leadership to all college constituents on matters of information literacy, library science and open learning.

By attending and participating in curriculum and departmental meetings.

By developing and maintaining good working relationships with our university partners.

By working with the Academic Success Centre to improve awareness and facilitate access to the full range of academic learning supports.

By continuing to provide space for peer tutoring services.

By supporting and participating in the scholarly research of learning communities.

By sharing information and best practices with a wide range of external institutions, service providers and industries.
Continuous Improvement

We will strive to continuously assess, evaluate and improve collections, services and instruction:

By implementing the recommendations derived from the HELCIL information literacy research project.

By participating in the annual HELR statistical survey, providing opportunities for benchmarking amongst Ontario college libraries.

By providing opportunities for staff input into services and service development through departmental, team and functional meetings and informal feedback.

By ensuring projects move forward under the direction of several functional teams such as Collection Management, Web Team, Promotions, IL Coordinating, Connected Users, AODA and ad hoc committees.

By reviewing our goals and objectives on a two year schedule.

By seeking to understand our users and incorporating their feedback.

By developing and implementing innovative services relevant to the needs and nature of our users.

By raising the profile of the Library within the Georgian community and actively advocating for the value of library services and collections.

By modeling the college’s Entrepreneurial Signature learning experience with innovative approaches to problem solving and initiative development.
The Team

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With special thanks to all the Library Commons staff for their input.