

SP 03-15

I. Librarian Related Activities

Required elements: Effective librarianship demonstrated by:

- a. participating in the development of curriculum, programs, and academic policy
- b. developing web pages, guides, and/or multimedia to support the curriculum
- c. providing general reference services and consultations in subject areas to faculty and students
- d. establishing a pattern of continuous improvement in all aspects of librarianship
- e. engaging in activities to maintain discipline and interdisciplinary currency
- f. incorporating best practices of librarianship to meet the goals and objectives of the university community
- g. continuous planning and implementation of new services, technologies, and/or approaches to library functions and activities.

Additional Elements:

- a. participate in library management (establish goals, lead project teams, implement/enhance workflows, manage budgets, and supervise personnel)
- b. secure access to materials not owned or accessed immediately by the library
- c. take part in the academic advising of students.
- d. supervise independent study or thesis projects.
- e. mentor colleagues
- f. manage issues and activities to access, licensing, preservation, maintenance, storage, de-selection, gifts and donations, and evolution of formats
- g. effective teaching in credit courses, and guest lecturing. applying subject knowledge and bibliographic techniques to classify, organize, and provide access to information resources that support the goals and curriculum of the university.
- h. evaluating curriculum, university goals, industry knowledge and budgetary realities to build and access a balanced collection of materials reflecting all viewpoints.
- i. infusing information literacy standards into the curriculum and student experience.
- j. implementing, maintaining, and enhancing access to library owned materials from on and off campus
- k. teaching classes regarding library resources and services, multimedia applications, research strategies, resource evaluation, and critical thinking.

Examples of evidence of performance:

1. collaborative and collegial teaching
2. selection of materials
3. student or peer evaluations of teaching and/or librarianship
4. mentoring of students
5. statement of how scholarly work and professional activities enhance librarianship
6. assessment of student information literacy understanding and needs
7. innovative management methods
8. securing grants to support collections, access, and/or preservation of materials
9. creation of digital collections
10. Web based or technology based resources created to meet student and faculty needs