

ANNUAL ACTION PLAN UPDATE 2008

Academic and Research Collaborative

OVERVIEW

Academic and Research Collaborative (ARC) began as the Worcester Area Cooperating Libraries (ARC) in 1967. In 2003, the libraries shaped ARC to become a vibrant committee within CMRLS. ARC members make decisions affecting the collaborative.

The ARC libraries house more than 3,800,000 volumes and more than 23,000 serial subscriptions. They serve an enrolled student body of approximately 26,000 as well as a total approximate population of 771,000 in the greater Worcester area.

CMRLS provides basic services free of charge to all its members. Additional centrally administered ARC programs are managed by CMRLS and funded by library fees. Additional funding from private grants has supported special projects.

MISSION

The Academic and Research Collaborative (ARC) of the Central Massachusetts Regional Library System (CMRLS) is a coalition of academic, public, and special libraries working together to facilitate the sharing of resources and services for the benefit of their collective users.

FUNDAMENTAL PRINCIPLES

The twenty member libraries each assess and provide appropriate services for their primary users. Through a cooperative agreement the libraries provide supplementary and specialized services to the users of the member libraries. The information, education and research needs of our collective users are met by the very specialized collections of the American Antiquarian Society and the Worcester Art Museum, the broad and more general collections of the Worcester Public Library, and by the higher education libraries in the state-supported institutions, private colleges and graduate research centers. The membership includes libraries with funding bases comprised of municipal, state and/or private sectors serving users across all age groups and economic status in Worcester County.

Each member library takes responsibility for assessing and providing for the needs of its primary clientele. Each shares information about existing resources and services that may be used to provide supplementary and specialized services to other members' users. The community of users served by ARC relies on the collections of the entire membership to supplement and enhance their information needs.

The success of the ARC is advanced by the understanding and commitment of the member institutions' administrators.

VALUES

The CMRLS Academic & Research Collaborative believes that:

- Users of ARC libraries deserve quality services and collections.
- Complementarity in member institutions' size and character contributes to the strength of the organization.
- The sense of equity within ARC does not depend on equal exchange of resources.
- Each member library is responsible for a collection that supports self-development, education, and scholarly research for its users.
- ARC has an essential role to play in providing to its constituency effective access to and utilization of information.
- Collaborative efforts are intrinsic to the successful delivery of information to ARC libraries' users.
- Cooperative research and development in application of information technology augment service and realize cost efficiencies.
- Staff development and interaction enhance the quality of service each library provides.
- ARC membership increases the value of each library to its own users.

GOAL 1 Facilitate access to, and use of, resources available within ARC libraries.

OBJECTIVE 1 - Ensure electronic access to each other's catalogs

Action step 1 - Encourage each member library to create and maintain electronic links to other ARC online library catalogs and/or web pages and to inform users of availability of this information.

When - Ongoing

Who - Library Directors

Action step 2 - Investigate Web gateway to all ARC online catalogs and to other electronic resources. Investigate participation in the Virtual Catalog maintained by the Massachusetts Board of Library Commissioners

When - Ongoing

Who - Steering Committee

Action step 3 - Investigate funding possibilities for Web gateway.

When - Ongoing

Who - Steering Committee

OBJECTIVE 2 - Explore additional cooperative purchases of products and resources such as e-books, research databases, etc.

Action step 1 - Identify purchase or subscription opportunities and make recommendations for joint acquisitions.

When - Ongoing

Who - Collection Management Committee

OBJECTIVE 3 - Provide delivery service for primary users of ARC libraries for documents and physical materials.

Action step 1- Work with the CMRLS staff to ensure a smooth transition as the ARC delivery system is absorbed by the CMRLS shuttle system in the upcoming year.

Action step 2 - Encourage development and use of ARIEL delivery among ARC libraries.

When - Ongoing

Who - Library Directors

OBJECTIVE 4- Explore new cooperative ventures among ARC libraries.

Action step 1 - Discuss annually at Library Directors meeting.

Action step 2- Compile, prioritize and develop a budget for a list of activities.

When - Ongoing

Who - Steering Committee, Interest Groups

OBJECTIVE 5 – Identify and invite other research libraries in the Worcester area who are open to the public to become members of ARC

Action step 1- Identify institutions

Action step 2 – Prepare a recruiting brochure which explains benefits and costs.

When – Ongoing

Who – ARC president and CMRLS Director

GOAL 2 Enhance awareness of ARC's programs and services.

OBJECTIVE 1 - Inform Presidents and Chief Academic Officers (CAO's), Institutional Directors and Governing Boards about ARC and ARC activities.

Action step 1 - Communicate with governing bodies to update and inform of ARC issues and activities.

When - *Ongoing*

Who - Library Directors

OBJECTIVE 2- Discuss approaches of partnership with COWC

Action step 1 - Meet with the Executive Director of COWC

When – Fall 2006

Who – Governance Committee

Action step 2 – Implement a plan to spend the WACL funds deposited with COWC

When – Spring 2007

Who- Steering Committee

Action step 3 - Participate in CMRLS strategic planning.

When – *as appropriate*

OBJECTIVE 3 - Implement other methods of increasing visibility for ARC.

Action step 1 - Use CMRLS/ARC Web site as a promotional tool.

When - Ongoing

Who - Library Directors

Action step 2 – Work with CMRLS staff to include ARC publicity activities into CMRLS workflow.

When – Ongoing

Who – Library Directors; Regional Administrator

OBJECTIVE 4 - Maintain ARC's portion of the CMRLS Web site.

Action step – 1 Designate an ARC liaison to maintain current information on the CMRLS Web Site.

When – Spring 2007

Who – Communication Committee

Action step -2 Reinvigorate the use of the ARC-L Listserve in order to ensure usage by all staff members.

When - Spring 2007

Who - Communication Committee and CMRLS staff

OBJECTIVE 5 - Facilitate communication between all levels of ARC.

Action step 1 - Ensure that wherever possible library staff subscribe to ARC-L.

When - Ongoing

Who - Steering Committee

Action step 2 - Publish all Library Director and Committee minutes and reports on the ARC Web site and send notifications via e-mail.

When - Ongoing

Who - CMRLS Staff and Committee Chairs

OBJECTIVE 6 - Explore new cooperative ventures among ARC libraries.

Action step 1 - Discuss annually at Library Directors meeting.

When - Ongoing

Who - *Library Directors*

GOAL 3 Enhance individual libraries' staff knowledge and skills through cooperative staff development programs and ARC committee work.

OBJECTIVE 1 - Continue ARC program offerings.

Action step 1 - Encourage all committees to investigate and offer professional development opportunities for ARC members' staff.

When - Ongoing

Who - Library Directors

OBJECTIVE 2 - Explore local, regional and national opportunities.

Action step 1 - Identify and publicize workshops sponsored by agencies such as, COWC, CMRLS, NELINET, Boston Library Consortium, MCLPHEI and ACRL.

When - Ongoing

Who - Committees and CMRLS Staff

Action step 2 - Develop closer relationships with these groups to deliver workshops in the Worcester area.

When - Ongoing

Who - Library Directors

GOAL 4 Maintain the preservation and conservation program.

OBJECTIVE 1 – Determine appropriate level of support for ARC libraries.

Action step 1 – Identify and offer regular workshops on conservation and preservation.

When – Ongoing

Who – Preservation Committee

OBJECTIVE 2 – Insure access to back runs of journals.

Action step 1 – Investigate and prepare a report dealing with the possibility of developing a library of last resort plan for the storage and use of bound journals that are published in e-journals packages such as JSTOR, PROJECT MUSE, BioOne, etc.

When – Spring 2007

Who – Collection Management Interest Group

OBJECTIVE 3- Schedule a series of preservation workshops

Action step 1- Work with various organizations such as Goddard Library staff Clark University), the North East Documentation Center, the MBLC staff, etc.

When – 2007-2008

Who – Special Collections and/or Collection Management Interest Groups

OBJECTIVE 4- Participate in the Digital Commonwealth Project sponsored by the MBLC

Action step 1

When –

Who –

GOAL 5 Develop a Long Range Strategic Plan

Action step 1 -Incorporate a Visions statement into the Plan

Action step 2 - Submit it to the MBLC

When- Summer 2007

Who – Steering committee

Measurement Factors for Meeting Objectives:

Time lines have been established for the Action Plan.

Compliance will be monitored. Dates may be adjusted as necessary.

The Library Directors will update the plan on an annual basis by reviewing the goals and objectives and determining action steps for the year.

APPROVED BY ARC LIBRARY DIRECTORS, November 8, 2006



- [American Antiquarian Society](#)
- [Anna Maria College](#)
- [Assumption College](#)
- [Atlantic Union College](#)
- [Becker College - Leicester](#)
- [Becker College - Worcester](#)
- [Clark University](#)
- [College of the Holy Cross](#)
- [Fitchburg State College](#)
- [Massachusetts College of Pharmacy and Health Sciences](#)
- [Mount Wachusett Community College](#)
- [Nichols College](#)
- [Quinsigamond Community College](#)
- [UMass Medical School](#)
- [Tufts University Cummings School of Veterinary Medicine](#)
- [Worcester Art Museum](#)
- [Worcester County Horticultural Society](#)
- [Worcester Historical Museum](#)
- [Worcester Polytechnic Institute \(WPI\)](#)
- [Worcester Public Library](#)
- [Worcester State College](#)