

**NEW ENGLAND LAW LIBRARY CONSORTIUM
STRATEGIC PLAN
2000-2001**

VISION:

To be the leader of resource sharing and networking in the legal community through cutting-edge research and technology.

MISSION:

“To promote efficient and effective access to legal resources by cooperating in a full range of resource sharing services that support the objectives of the individual law libraries of the member institutions and the group as a whole.”

KEY STRATEGIC AREA: COLLECTIONS INITIATIVE

STRATEGY STATEMENT #1: NELLCO members will have authentication processes in place enabling customers (on-site and remotely) to have access to electronic resources.

STRATEGY STATEMENT #2: NELLCO will investigate archiving issues resulting in recommendations as to it's role and the institution's role in archiving legal materials in all formats.

STRATEGY STATEMENT #3: NELLCO will provide guidelines for collecting information in multiple formats.

STRATEGY STATEMENT #4: Capitalize on group purchasing power to enhance member collections in both print and digital formats including internal resource sharing programs.

KEY STRATEGIC AREA: STAFFING INITIATIVE

STRATEGY STATEMENT #1: To assist libraries in developing optimal staffing in a rapidly changing environment and provide information on organizational structures.

STRATEGY STATEMENT #2: Provide the foundation for members to determine what it means to manage in a changing and diverse environment.

KEY STRATEGIC AREA: COLLECTIONS INITIATIVE

STRATEGY STATEMENT #1: NELLCO members will have authentication processes in place enabling customers (on-site and remotely) to have access to electronic resources.

| TACTICAL OBJECTIVES | RESPONSIBILITY | RESOURCES NEEDED | TARGET DATE |
|---|--|--|------------------------------|
| 1. Develop and implement a survey to determine where members are in regards to authentication, technology, distant learning programs. | Executive Director (ED), Authentication Taskforce, Directors | Staff time, postage, possible travel costs | 1st quarter 2000 |
| 2. Based on survey results, Taskforce will make recommendations as to the next steps regarding workshop, distant learning programs, CALI etc. | ED, Authentication Taskforce | Staff time | 3 rd quarter 2000 |
| 3. After Objectives 1&2, determine whether it is worthwhile to develop guidelines & recommendations on authentication solutions that can be used by each institution. | ED, Authentication Taskforce | Staff time | 4th quarter 2000 |

STRATEGY STATEMENT #2: NELLCO will investigate archiving issues resulting in recommendations as to it's role and the institution's role in archiving legal materials in all formats.

| TACTICAL OBJECTIVES | RESPONSIBILITY | RESOURCES NEEDED | TARGET DATE |
|--|--------------------------------|------------------------------------|--------------------------------------|
| <p>1. Taskforce will investigate archiving issues around what is being archived, storage needs, current and potential digital projects. Based on their findings, develop recommendations for the role NELLCO can play in facilitating archiving needs of members. This may involve an initial survey to all members.</p> | <p>ED, Archiving Taskforce</p> | <p>Staff time, travel, postage</p> | <p>2-4th quarter 2000</p> |

STRATEGY STATEMENT #3: NELLCO will provide guidelines for collecting information in multiple formats.

| TACTICAL OBJECTIVES | RESPONSIBILITY | RESOURCES NEEDED | TARGET DATE |
|--|--|---|---|
| 1. Develop & provide a forum on the “economics of legal publishing” between major law & science publishers and librarians addressing authentication, archiving, pricing, models for print, CD, electronics (all formats), usage statistics. | ED, Electronic Publishing Taskforce | Staff time, publishers willingness, travel, facility | LLNE Conference but meet 1 st quarter 2000 |
| 2. Examine access & develop guidelines for GPO documents exploring: <ul style="list-style-type: none"> ◆ Cost-effectiveness of depository status ◆ Cost to access GPO documents outside of the depository program | ED, Government Document Taskforce | Staff time, online and phone costs, follow-up with GPO-travel | 1 st quarter 2000 |
| 3. Mount on the web standard licensing models both NELLCO's and others. | ED, Licensing Taskforce | Staff time, web master | 2 nd quarter 2000 |
| 4. Develop generic decision models for acquiring all formats by library type and size-mount on web | ED, Collection Models Taskforce comprised of collections, acquisitions,reference staff | Staff time, web master, travel | 4 th quarter 2000 |

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| <p>5. Develop public relations campaign on the pluses and negatives of format types using hard data and testimonials exploring the concept of an all "law digital library".</p> | <p>ED, PR Taskforce on Collections</p> | <p>Staff time, travel, publishing costs</p> | <p>2nd qtr. 2001</p> |

Statement Statement #4: Capitalize on group purchasing power to enhance member collections in both print and digital formats including internal resource sharing programs.

| TACTICAL OBJECTIVES | RESPONSIBILITY | RESOURCES NEEDED | TARGET DATE |
|--|---|--|---|
| 1. Develop a web-based "new" acquisition's list template for sharing recent purchases. | ED, WebMaster | Staff time, webmaster | 1 st quarter 2000 |
| 2. Compile a list of potential vendors of interest where group purchasing may be offered. | ED, Collection & Acquisition's Librarians | Staff time, | 2 nd quarter 2000 |
| 3. Develop web mediated patron initiated ILL request to be used by NELLCO members | ED, ILL Librarians, WebMaster | Staff time, technology enhancement costs | 3 rd quarter 2000 |
| 4. Renew the Blackwell contract and work with the Acquisition's Liaisons to develop recommendations as to future RFP's for book purchases and binding. Guidelines should include financial impacts to the NELLCO budget. | ED, Acquisition's Librarians | Staff time, travel costs | 4th quarter 2000-1 st quarter 2001 |

KEY STRATEGIC AREA STAFFING INITIATIVE:

STRATEGY STATEMENT #1: To assist libraries in developing optimal staffing in a rapidly changing environment and provide information on organizational structure..

| TACTICAL OBJECTIVES | RESPONSIBILITY | RESOURCES NEEDED | TARGET DATE |
|---|--|-------------------------------|--------------------------------|
| 1. Gather organizational charts including job titles and grades for all institutions to be mounted on the NELLCO web. | ED, Directors | Webmaster, Directors | 1 st quarter 2000 |
| 2. Develop & host a forum with law directors who have changed their organizational chart/structure to include pros and cons. | ED, Organization Change Taskforce | Director's time | Spring Directors Meeting, 2000 |
| 3. Develop a statement/pr brochure for administrators & human resource staff discussing the "changing environment" in the area of information & libraries, cost of comparable jobs in the private sector. | ED, Directors, PR Taskforce on Hiring, PR consultant | Staff time, consulting fees | 3 rd quarter 2000 |
| 4. Explore & develop shared library orientation programs for support staff, circulation, etc. | ED, Professional Development Taskforce | Staff time, development costs | 1 st quarter 2001 |

Strategy Statement #2: Provide the foundation for members to determine what does it mean to manage in a changing and diverse environment.

| TACTICAL OBJECTIVES | RESPONSIBILITY | RESOURCES NEEDED | TARGET DATE |
|---|---|--|--|
| <p>1. NELLCO will develop a series of workshops around key management topics:</p> <ul style="list-style-type: none"> ◆ Different working styles and jobs requiring different skills and personalities & development. ◆ Feedback for continuous learning ◆ Recognition and nurturing of staff both up/down and as peers ◆ Motivation of staff at various career levels ◆ Conflict management ◆ How do people learn, teach, train <p>(Each topic should address the variety of staff including students, paraprofessionals, professionals, supervisors and the impact on the beginning, mid-career and established career persons.)</p> | <p>ED, Professional Development Taskforce, Trainers</p> | <p>Staff time, consultants, curriculum development, facilities, travel</p> | <p>Begin 4th quarter 1999-4th quarter 2001</p> |

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| 2. Develop & host a roundtable for associate directors for networking. | ED, Associate Directors | Staff time, facilities, travel costs | 1 st quarter 2000 |
| <p>3. NELLCO will host a forum for technology staff and librarians to discuss the impact of technology in their arenas. Topics might include based on earlier survey:</p> <ul style="list-style-type: none"> ◆ Changing expectations & thought process of new customers ◆ Technological learning is growing exponentially; demands of technology are more difficult, etc. ◆ How do we work together? | ED, Technology Staff Taskforce, CALI | Staff time, willingness of IS staff, consultant fee or travel | 3 rd quarter 2000 |
| 4. NELLCO will pilot a program of cross training within institutions and job rotations between institutions. ("visiting Staff Program") | ED, Professional Development Taskforce | Staff time, possible stipend for exchange programs | 1 st quarter 2001 |