Strategic Framework 2020

Implementation Plan

Implementation Team Charge

The Strategic Framework Implementation Team (SFIT) executes the Strategic Framework and oversees implementation activities. SFIT is empowered to:

Interpret what the Framework means and **envision** ways to advance it.

Engage library staff & stakeholders; **fund & support** their participation with the Framework.

Enact programs and practices that align with the Framework.

Membership on SFIT begins annually on July 1st, with members serving for a minimum of one year. SFIT is responsible for submitting a yearly plan within the first two months of each new term on how they will interpret, envision, engage, fund & support, and enact the Framework. A final report is due at term end and the committee is responsible for regularly communicating with library staff on the group's progress and work done in support of the Framework.

Membership*

To ensure representation across all levels of the organization, the team will include:

1. All Area Heads serving on the Senior Leadership Team (SLT)
2. Minimum of three members of the Dean's Library Council (DLC), nominated and selected by DLC
3. Minimum of four library staff outside of SLT or DLC membership, nominated and selected by library staff

Terms of Service

The team will be reconstituted annually (July 1 - June 30) with rotating members.

Implementation Plan

Avenues for Framework Implementation

To fully realize the potential of the Strategic Framework, it is important to engage with the plan both within and outside of our annual goal setting process. We encourage all staff members to propose an individual project, group project, or event/program for approval to the Implementation Team at any time in the year, and to run for any length of time. All projects and proposals must include a budget and justification. Individual, area, and unit goals may be submitted for review if funding is requested, but do not require approval.

1. Work as an **individual contributor**. Staff who do not seek collaboration but who can identify ways their work connects with the Strategic Framework, such as an independent research project or a new workflow, will have a discussion with their supervisor and the Implementation Team.

2. Propose a **working group**. Staff who want to work on an idea with colleagues can submit a proposal to form a working group or issue an open call for participation. The proposal will speak to the what, why, who, when, and how. Working groups can be any size and comprise library staff, faculty, and/or students, but must have at least 1 library staff member. The proposal can include a specific membership or list the types of roles involved.

3. Propose an **event or program**. Events or programs may be a series or a one-time event.

4. **Set goals**. Area and unit heads will plan their goals for the year around the framework, but need not submit them for prior approval. The Implementation Team will be kept apprised of the intended work and progress on these goals throughout the year. This process will happen in conjunction with the Dean's Leadership Council goal-setting workflow.