

The logo for the Strategic Framework 2020 is a circular emblem composed of four overlapping, curved segments in blue, red, yellow, and green. To the right of this emblem, the words "Strategic Framework 2020" are written in a large, bold, dark blue sans-serif font.

Strategic Framework 2020

Implementation Plan

Implementation Team Charge

An Implementation Team will be formed to execute the Strategic Framework and oversee activities related to it. This team will work with staff each year to determine and prioritize the goals and objectives that advance the Framework. The Implementation Team will encourage, review, and approve proposals that advance strategic directions, allocate funding, and populate working groups as necessary.

While the Strategic Framework itself will not be edited or updated, the goals and objectives the Implementation Team selects will change annually and be updated based on proposals, needs, and opportunities as they arise.

In their work implementing the Strategic Framework, the Implementation Team is empowered to interpret what the Framework means, what goals and objectives would be most efficacious in advancing it, and what areas may need more support and facilitation. The Implementation Team will determine the mechanisms for requests, submissions, deliverables, and reporting to allow for continuous improvements to the process.

The Implementation Team will communicate regularly with area heads, unit heads, and individual staff, and determine a mechanism to track progress made on any work being done in support of the Framework. It will also work with Library Communications to publicize activities to relevant stakeholders.

Membership*

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

1. The Dean of the Library, serving as chair
2. 1 additional member of the Senior Leadership Team (SLT) appointed by the Dean of the Library
3. 3 members of the Dean's Leadership Council (DLC), who are not also members of SLT, nominated and selected by DLC
4. 4 library staff, who are not members of SLT or DLC, nominated and selected by library staff

* For continuity in the first year, the Strategic Framework Steering Committee (SFSC) will appoint two members of the committee to the Implementation Team, who will be included in the numbers above. For just the first year, the SFSC will also facilitate the voting process for additional DLC and staff members.

Implementation Plan

Terms of Service

The team will be reconstituted annually (July 1 - June 30) with rotating members, with the Dean as permanent chair. In year one, the group will be formed and charged by April 1, 2020 and will serve through June 30, 2021.

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.