

# Pratt Institute Libraries Strategic Plan

Division Goals Summary, 2019 to 2024

(updated 2023-04-06)

## 1. Integrating principles of DEI + Accessibility

Commit to integrating principles of DEI + Accessibility across all aspects of the Libraries' teaching, community engagement programming, service provision, collection development activities, and partnership efforts.

**Objective 1.1:** Make the Libraries and Archives more visible, welcoming, and accessible both physically and virtually to all Pratt staff, students, and faculty.

- A. Not Started ▾ Establish Libraries Accessibility Taskforce
- B. Not Started ▾ Review and amend facilities conditions assessment to identify and address ADA accessibility.
- C. Ongoing ▾ In partnership with SI, Communications, and IT, improve website and information platforms to improve accessibility and usability.
- D. Completed ▾ In partnership with Facilities, Public Safety, and SGA, make entrance more welcoming and accessible by implementing contemporary public safety and security infrastructure and removing existing barriers including manual doors, turnstiles, and gates.
- E. Not Started ▾ Partner with Public Safety and Student Affairs to re-envision officer corps as first line welcomers by re-considering training, uniforms, and establishing a "community contract".

**Objective 1.2:** Assess and evolve organizational structure, staffing, policies, and goals to increase diversity, equity, inclusion, and support accessibility in the Libraries.

- A. Completed ▾ Establish Libraries DEI Taskforce
- B. In Progress ▾ Update all current job descriptions, especially at the management team level to incorporate DEI

**Objective 1.3:** Develop support for permanent DEI Library positions, 1. DEI Librarian (endowed), 2. DEI Library Fellow (grant funded).

- A. Not Started ▾ Partner with Office of CEI to propose and define positions
- B. In Progress ▾ Work with Institutional Advancement to seek donor funding to endow DEI Librarian and Library Fellow positions

**Objective 1.4:** Contextualize Pratt's history, filling essential gaps in the Institute Archives, and highlighting overlooked contributions of the Institute's BIPOC students, faculty, and staff.

- A. Not Started ▾ Establish Pratt Institute Archives Advisory Committee
- B. Not Started ▾ Archives partner with campus stakeholders on targeted projects intended to fill essential gaps and reveal untold stories

**Objective 1.5:** Transform Library collections to be more inclusive and diverse

- A. Completed ▾ Update the Libraries Collection Development Policy to ensure DEI considerations are deeply integrated in all efforts.
- B. Ongoing ▾ Assess current collections to fill essential gaps, update collections, and remove outdated materials.

**Objective 1.6:** Support learners' language needs

- A. Ongoing ▾ Provide international students resources and support in their native languages whenever necessary to assure student success.
- B. Ongoing ▾ Identify and add resources that support international students in their quest to learn in the English language.
- C. Ongoing ▾ In partnership with study abroad programs, academic programs with a language requirement and others, develop collections to support domestic students learning and building skills in other languages.

## 2. Support Students Success

Support student success by taking decisive, immediate, and sustaining action to remove barriers to learning that are academic, economic, physical or virtual; ensuring all students have the unfettered access to the resources and services they need to thrive.

**Objective 2.1:** Provide unfettered access to the shared resources and services that students need to be successful while reducing additional out of pocket expenses wherever possible.

- A. In Progress ▾ Lead Pratt community in efforts to promote and provide access to Open Educational Resources (OER) and other alternatives to student purchased textbooks.
- B. In Progress ▾ Rethink fines and fees policies, reducing and, wherever possible, eliminating fines and fees that impose financial burden or deter student access.

**Objective 2.2:** Provide meaningful student employment opportunities so that each working student may thrive.

- A. Ongoing ▾ Prioritize hiring HEOP students.

- B. **Ongoing** ▾ Provide meaningful professional experiences for all students, including mentored Graduate Assistantships for SI students and other graduate students interested in Library work.

**Objective 2.3:** Support the lifelong learner (from pipeline communities to alumni).

- A. **Not Started** ▾ Provide alumni, especially early career professionals, cost free access to the Libraries' resources and services including online e-resources access, physical materials borrowing, and research assistance.
- B. **Not Started** ▾ Rethink Friends of the Library Program by envisioning a model that engages donors in efforts to provide free and expanded alumni access.
- C. **Not Started** ▾ Examine opportunities for partnering in support of pipeline programs including Summer Pre-College, Young Scholars, Saturday Art School.

**Objective 2.4:** Increase student access to educational resources and services both onsite and online.

- A. **Completed** ▾ Partner with campus stakeholders to build support for significantly expanding available online collections and resources.
- B. **In Progress** ▾ Propose next generation of Integrated Library System and discovery platform to make accessing all online resources more intuitive and seamless and consider possible open source solutions such as FOLIO, ALMA while moving toward the highest industry standard.
- C. **Completed** ▾ Rethink food and drink policies to consider solutions that allow for students needing refreshment while studying in the libraries

### 3: Partner in Teaching, Learning, and Research

Partner in Teaching, Learning, Research by curating and providing access to rich collections of essential information resources and tools, for students, faculty, and staff, whether learning onsite and online.

**Objective 3.1:** Partner with Pratt academic programs to identify areas of collections requiring investment and development to meet the Institute's evolving curriculum and the addition of new programs.

- A. **In Progress** ▾ Identify areas of collections requiring investment and development-to meet the Institute's evolving curriculum and the addition of new programs.

**Objective 3.2:** In collaboration with Pratt's MyTurn community stakeholders, the Libraries will provide expertise to improve materials sharing capabilities.

- A. Completed ▾ In collaboration with the Materials Lab staff, the Libraries will provide expertise to help explore, identify, and implement a first phase pilot solution that enables the circulation of their materials.

**Objective 3.3:** Continue to strengthen and expand consortial partnerships in order to provide access to the most essential resources students and faculty need to thrive.

- A. Ongoing ▾ Strengthen CNY Consortium
- B. Not Started ▾ Join (IDS) Information Delivery Service Network
- C. In Progress ▾ Explore other consortial opportunities including Shares, SUNY Alma exchange and others

**Objective 3.4:** Make collections more visible to students, faculty, and staff through a robust array of outreach and engagement efforts both onsite and online.

- A. Ongoing ▾ Continue to develop engaging programming that illuminates the intersections of the artist's studio practice and their research process, wherever possible, highlighting the Libraries' rich collections.
- B. Ongoing ▾ Raise the profile of the Libraries' equipment lending collection by creating an online reservation process with an intuitive interface and providing access to essential technical specifications, capabilities, and compatibility.
- C. Not Started ▾ Deliver a Libraries Newsletter/ Quarterly Report via OnePratt Messenger.
- D. In Progress ▾ Develop a Libraries Social Media Strategy
- E. Completed ▾ Launch "Iron and Glass" Libraries Blog highlighting collections and initiatives and featuring work performed by students and staff in the Libraries as well as partnerships with external partners.
- F. Ongoing ▾ Develop programming and displays that highlight collections around commemorative events and months
- G. Ongoing ▾ Leverage, expand, and improve the Libraries resource and service offerings via the Libraries' website and the Institute's web presence

## 4. Share ideas, research, authorship, and creative output

Lead efforts at the Institute that promote, and make possible, the sharing of ideas, research, authorship, and creative output.

**Objective 4.1:** Play a lead role in building support and laying the groundwork for an Institutional Repository (IR).

- A. **Ongoing** ▾ Collaborate with IT and other partners across campus to develop a robust and sustainable digital preservation strategy based on the Digital Preservation Assessment completed by the NEDCC
- B. **In Progress** ▾ Research and propose a robust and sustainable IR model for Pratt in collaboration with a broad coalition of campus stakeholders.
- C. **Ongoing** ▾ Develop the necessary support team to ensure sustainable viability and success including a Systems Librarian, IT stakeholders, Cataloging and Metadata Librarian, UX/UI collaboration, a Digital Repository Librarian/Coordinator, and others.
- D. **In Progress** ▾ Identify and align necessary campus resources to sustainably support the Institutional Digital Repository.
- E. **Not Started** ▾ IR Support Team and policies in place, launch new Institutional Repository

**Objective 4.2:** Implement a sustainable digital thesis submission process in partnership with Academic Chairs.

- A. **Completed** ▾ In response to the Institute's move to online learning during pandemic, lead effort to rapidly implement interim digital thesis submission process.
- B. **Completed** ▾ In partnership with Chairs Council representatives, lead effort to implement digital thesis submission platform (ProQuest ETD)

**Objective 4.3:** In concert with academic programs, develop various strategies for collecting, and making visible Pratt-authored works

- A. **In Progress** ▾ Enhance Libraries catalog records and Ebsco Discovery System (EDS) settings to make Pratt-authored works more discoverable
- B. **Not Started** ▾ Develop strategies to support the acquisition of Zines, and Artist Books authored by Pratt students, staff, and faculty. First effort Silverberg Artist Books
- C. **Not Started** ▾ Working with the Institute's Administration and Academic Senate, develop sustainable inventory of Pratt-authored works.
- D. **Ongoing** ▾ Produce highly visible onsite resource displays highlighting works by Pratt authors as well as Pratt produced and directed films.
- E. **Ongoing** ▾ Beyond the Libraries discovery systems, develop a web strategy for highlighting and making visible works authored by Pratt faculty, staff, alumni, and students. (Recent efforts include: Windpower Archive, Pratt Exhibitions, Material Lab)

**Objective 4.4:** Highlighting the rich connection between the research process and the artist's studio practice, advance partnerships that support the exhibition of works by students, faculty, staff, alumni, and the professional artists and designers who inspire them.

- A. **Completed** & **Ongoing** In addition to supporting ongoing exhibition partnerships (Art of the Book, Library Adorned, and LIVE AT THE LIBRARY) the Libraries will seek to rework the physical exhibition space, augment in-person exhibits with a virtual component, and develop strategies to accommodate new partners whose exhibitions require smaller footprints.
- B. **Completed** Implement an open-source content management system for exhibiting online digital collections.

**Objective 4.5:** Deeply engage and develop the Institute Archives, therefore providing access to the Institute's contextualized history and its impact on the world.

- A. **Ongoing** Partner with Institute programs and community stakeholders to collect and acquire essential materials illuminating Pratt's history.
- B. **Ongoing** Develop strategies to make the collections more visible, discoverable, and accessible online through digitization efforts and developing a wide array of access tools.

**Objective 4.6:** Partner with academic departments to host impactful events that highlight the work and contributions of Pratt creators, designers, and authors.

- A. **Completed** Develop in-person and online events in a variety of formats, including film screenings, panel discussions, readings, and performances.

**Objective 4.7:** Commemorating the LIVE AT THE LIBRARY partnership with Franklin Furnace via a co-sponsored retrospective exhibition of Robbin Ami Silverberg, the Libraries will establish its own imprint - Pratt Institute Libraries.

- A. **Completed** Retrospective exhibition of Robbin Ami Silverberg
- B. **Completed** Read Me. Like A Book. Published by Pratt Institute Libraries

## 5. A Critical and Active Partner in Education

Increase engagement with students and faculty, develop services and programs, and play a key role in the institute's commitment to academic excellence and student success, thereby acting as a critical and active partner in education.

**Objective 5.1:** Further develop and expand a pedagogical program centered on teaching students how to engage critically and ethically with information.

- A. **In Progress** ▾ In collaboration with the Center for Teaching & Learning, develop faculty workshops on topics such as information literacy, open educational resources, and designing effective research assignments.
- B. **Ongoing** ▾ Develop online learning resources and tools focused on information literacy, research skills, and increasing engagement with research-related services and collections.
- C. **Not Started** ▾ Assess the effectiveness of the Libraries' information literacy curriculum in meeting Pratt's General Education Information Literacy Competencies
- D. **Ongoing** ▾ Further develop a modular information literacy curriculum beyond the General Education "Core" that can be easily adjusted to meet needs of students and faculty
- E. **Ongoing** ▾ Participate course-based projects and reviews
- F. **Not Started** ▾ Promote the Libraries' as a lab for studio-based projects.
- G. **Completed** ▾ Hire Student Success and Assessment Librarian

**Objective 5.2:** Provide real-world learning opportunities for the application of Pratt community-designed solutions.

- A. **Completed** ▾ Redesign of Libraries' website in partnership with SI
- B. **Ongoing** ▾ Conduct library usability studies with SI
- C. **Ongoing** ▾ Continue providing an exhibition space for Franklin Furnace and Pratt academic departments.

**Objective 5.3:** Partner not only for, but directly with students

- A. **In Progress** ▾ In partnership with SGA, advance and develop existing SGA library liaison assignment

**Objective 5.4:** Build partnerships throughout the Institute to deeply connect Libraries staff, faculty, and administration across all structures of the Institute.

- A. **Ongoing** ▾ Administration - Deans, Provost Office, Chairs Council,
- B. **Ongoing** ▾ Departments - DEI, CTL, International Students, CCPD,
- C. **Ongoing** ▾ Centers - Pratt Center CD, Global South Center...
- D. **Ongoing** ▾ Faculty - Academic Senate, Adjunct as well as full-time faculty
- E. **Ongoing** ▾ Staff - Staff Council
- F. **Ongoing** ▾ Students - SGA & student groups

**Objective 5.5:** Leading in partnership efforts to engage the Institute's communities and advance the Libraries collections and services, establish a host of advisory committees and interest groups.

- A. **Completed** ▾ Establish a DEI Taskforce
- B. **Not Started** ▾ Establish an Archives Advisory Committee
- C. **Ongoing** ▾ Increase community engagement with collections through a variety of strategies including the creation of user groups, campus communication efforts, and the hosting of events. Example collections of interest include -Moving Image, Special Collections, electronic Resources, Open Educational Resources, Artist Book, Archives and others.

## 6. Reimagine the Libraries' spaces

Reimagine the Libraries' spaces, both physical and virtual, making them more open, welcoming, accessible, inspiring, safe, and capable to support research, teaching, learning, and exploration for all Pratt staff, students, and faculty.

**Objective 6.1:** Conduct a space planning assessment

- A. **Completed** ▾ Conduct Sasaki planning study
- B. **Not Started** ▾ Assess materials performance of 2012 stacks project, recommending future approaches for conducting repairs.
- C. **Not Started** ▾ Develop a cost assessment for restoration and repair of all aspects of the historical Brooklyn stacks.

**Objective 6.2:** Informed by the Sasaki planning study, engage in efforts to realize key goals to make Libraries more welcoming, building out Archives and highly visible Special Collections & Archives reading room, and re-stacking the Brooklyn Campus Library's east side.

- A. **Not Started** ▾ Build the Virginia Thoren Special Collections & Archives Reading Room.
- B. **Not Started** ▾ Relocate Circulation and primary service point to the central hall
- C. **In Progress** ▾ creating a user-centric entry lounge.
- D. **Completed** ▾ Build support for infrastructure that adds small group work spaces for the Libraries in both Brooklyn and Manhattan.



**Objective 6.3:** Explore new ways to store and preserve collections according to space reorganization efforts.

- A. **Not Started** ▾ Partner with campus administration and key stakeholders to build support for adding remote storage on campus to house and preserve important collections while freeing up limited library space to better serve library visitors and researchers.
- B. **In Progress** ▾ Strategically engage contracted remote storage solutions until accommodations can be made on the campus.

**Objective 6.4:** Partner with campus stakeholders to produce a program of effective and usable wayfinding systems, both physical and virtual, to help visitors access and navigate the libraries effortlessly.

- A. **Ongoing** ▾ Develop and implement a digital signage project.
- B. **Not Started** ▾ Partner with Facilities department to contemporize wayfinding system in consideration with ADA needs.

## 7. Support a flourishing work environment

Support a flourishing work environment that is dynamic, supportive, considerate, and healthy; grounded in a commitment to mentorship, professional development, open communication, and transparency - a great place to work, collaborate, contribute, thrive, and grow.

**Objective 7.1:** Empower staff at all levels to share knowledge, and shape Libraries' strategic vision.

- A. **Ongoing** ▾ Foster staff participation in defining the Libraries' ongoing strategic planning efforts and initiatives.
- B. **Not Started** ▾ Develop staff-lead Strategic Planning Summer Refresh to identify evolving opportunities, assign priorities, and build responsibility teams.

**Objective 7.2:** Actively promote a supportive, safe, productive, and enjoyable work environment.

- A. **Ongoing** ▾ Provide communication training and professional development.
- B. **Not Started** ▾ Plan and implement improvements to work spaces and infrastructure that support various modalities for work, teaching, and learning.
- C. **Ongoing** ▾ Provide staff the tools they need to be successful.

### **Objective 7.3:** Staff recruitment, retention, and development

- A. **Ongoing** ▾ Provide support to staff at all levels seeking professional development and mentoring.

### **Objective 7.4:** Contemporize the Libraries' organizational structure, fill key vacancies, and update all positions in order to achieve sustainable success in serving the campus community.

- A. **Completed** ▾ Incorporate evolving trends in library service provision and pedagogy to reimagine the Libraries' organizational structure.
- B. **In Progress** ▾ Prioritize the integration of DEI+A principles into the Libraries' organizational structure.

### **Objective 7.5:** Partner with campus stakeholders to make working at Pratt more effective, efficient, easier and more enjoyable.

- A. **Ongoing** ▾ Engage campus community partners to collaboratively assess and develop all-Institute strategies to promote and share best practices that truly support excellence in the workplace.

### **Objective 7.6:** Improve local processes and practices wherever possible

- A. **In Progress** ▾ Investigate, propose, and launch solutions that streamline and enhance workflows and shared efforts including: acquisitions, request a scan, and others.

## **8. Growing Collections Sustainably**

Gradually build capacity for the collections in order to ensure the sustainable success of strategic goals and objectives.

### **Objective 8.1:** Develop a philanthropic support base to sustain the Libraries and its collections over time.

- A. **Not Started** ▾ Develop donor and grant funded support to update and improve the Libraries' physical space, address emerging needs, and complete repairs to essential systems and fixtures, including climate control, stacks shelving, entry infrastructure, front facing public service point fixtures, and furniture serving researchers.

- B. Not Started - Following on the Alden trust stacks study, seek philanthropic support to repair the entirety of the Libraries' Stacks to increase potential capacity between 2500 and 5k linear feet.
- C. Not Started - Build support throughout the Institute and I.A. to seek donors of note with naming opportunities for the Brooklyn Campus Library.
- D. Not Started - Re-envision the Friends of the Libraries program to support free access to alumni and visiting researchers.
- E. Not Started - Develop donor support through "Adopt a Book", "Adopt a Stack", and "Adopt a Collection" strategies.
- F. Not Started - Partner with IA to seek donor support for Endowed DEI Librarian
- G. Ongoing - Work with the Research and Strategic Partnerships Office to identify and apply for foundation and institutional grants to support collecting and digitization efforts for Archives and Special Collections materials.
- H. Completed - Work with IA to develop donor support for Archives effort including planning for the estate of Amy Brook Snider, acquiring her letters, and papers, along with endowed funding to support Archives mission.

**Objective 8.2:** Partner with Institute stakeholders at all levels to develop necessary policies and guiding documents the Libraries' need to achieve its mission to the campus.

- A. Completed - Ongoing - Conduct Space utilization assessment & planning study
- B. Completed - Partner with President's Office to communicate Archives Mandate to Pratt community
- C. Completed - Develop an Open Access Policy
- D. Not Started - Develop the Libraries Disaster Plan
- E. In Progress - Conduct a climate assessment (temperature, humidity, and dew point) to determine remedies that will improve climate control in order to assure materials preservation and patron comfort.
- F. Ongoing - Conduct a lighting and power assessment and investigate solutions to improve light levels throughout the facilities and improve power efficiency with the goal of increasing user satisfaction.

**Objective 8.3:** Build support for onsite remote storage solution to accommodate 7k-10k linear feet for print storage, allowing for retention of critical collections while freeing up valuable space to better meet the needs of library visitors and researchers

- A. Not Started - Begin to build out on-campus remote storage to preserve collections that need to be relocated.