Mission Statement

The Mildred F. Sawyer Library actively supports the mission and goals of the Suffolk University College of Arts and Sciences and Sawyer Business School by providing information, supporting teaching and research, creating virtual and physical learning environments and instructing in the location, use, and evaluation of information. The Sawyer Library supports the University mission by teaching students the foundations for lifelong learning and providing services to support equal access for all.

Strategic initiatives from the 2007 Suffolk University Strategic Plan

Increase Access, Use & Quality of Academic and Learning Resources

# 2. Enhance University Library resources to ensure they are adequate to support both the academic curriculum and needs of increasingly technological students.

# 3. Increase student, faculty, and administrative use of information and technological resources.

Develop and implement a process for the assessment of new and existing programs.

# 1. Implement a process for the review of all existing academic tracks, concentrations, and program areas to determine viability in terms of student enrollment, faculty support and mentoring, and infrastructure (i.e. current library holdings, periodicals, etc.)

Needs Assessment from Student Surveys (Summer II 2010-Summer II 2011):

The Library is too crowded
The Library is too noisy
The students want longer hours
There are not enough group study rooms
There are not enough computers with attached printers.
There are not enough laptops.

**Sawyer Library Goals & Strategies**

1. Build and maintain print and digital collections of superior quality, depth, and breadth to meet the research needs of undergraduate and graduate students and to support the teaching needs of faculty.

   Work with University administration to secure adequate funding to maintain collection quality and continue to build the library resources necessary for graduate education (2011 - ) (Director)

   Request a budget increase of at least 5% every year to maintain collection quality and a larger increase of at least 8% to build.

   a. Continue transition from print to electronic for most periodicals (2011-) (Assistant Director Technical Services & Electronic Resources Librarian)

      Requires ongoing study by Library Staff to determine if there are titles that could be changed and if it is economically feasible to do so.

   b. Judiciously weed the print monograph collection (2011-) (Assistant Director Technical Services)

      Requires review by Library staff. Remove outdated materials

2. Promote and develop information literacy. Encourage effective use of print and digital collections by teaching every student to locate, evaluate and use information effectively

   a. Create online course modules with assessment capabilities. (2011-) (Reference Librarians)
Requires commitment of Reference staff to this time consuming project

b. Encourage faculty to work with the library to enhance information literacy and Integrate Information literacy into multiple courses at all levels of the curriculum. (2012-) (Director)

Requires support of the faculty

c. Encourage faculty to link the appropriate Library Resource Guide to their course in Blackboard. (2011-) (Reference Librarians)

Requires support of the faculty

3. Communicate with the Suffolk community about what we do in order to increase awareness of the value of the Sawyer Library.

a. Continue to send surveys to students every semester. (2011-) (Director)

Requires continuing subscription to Counting Opinions

b. Send a survey to faculty on an annual basis. (2011-) (Director)

Use StudentVoice

4. Enhance the student experience, make the library simple to use.

a. Use data from surveys to identify needs and implement strategies to address them promptly (2011-) (Director)

b. Create methods to deal with student technology needs at the time of need (2011-) (Director)

Requires support from ITS

c. Review and redesign the website. Make it easier to use. (2011-) (All Professional Staff)

Initial meeting with Sametz Blackstone Associates (web design consultant retained by the University) held 10/21/11 -
Requires cooperation from Web Services

d. Investigate printing from mobile devices (2011-) (Circulation Manager and Electronic Resources Librarian)

Requires support from ITS

5. Optimize the use of the library by increasing the seating and studying capacity of the library and encouraging quiet on the fourth floor.

a. Renovate the unused space on the third floor to add seating and study space. (2011 until completed) (Director)

   Requested as part of “Summer 2012 Work Projects”

   Requires funding from the University

b. Reconfigure the fourth floor by removing the tables (move them to the third floor) and replacing the tables with carrels. (2011 until completed) (Director)

   Requested as part of “Summer 2012 Work Projects”

   This could be part of the renovation of the third floor or could perhaps be a lower cost alternative.

c. Revise the HV/AC in the study rooms and rack room to reduce stuffiness and propping of doors. (2011 until completed) (Director)

   Requested as part of “Summer 2012 Work Projects”

   Requires expenditure from the University.

d. Consider increasing hours until midnight Sunday – Thursday (Requested by the Student Government Association) (2012-) (Director & Circulation Manager)

   Requires additional funding for salaries

e. Improve electrical outlets on study tables so they can be used by all kinds of computers. (2011 until completed) (Director)
Repair work requested as part of “Library repairs for Winter Break 2011”

Requires funding for electrical work

f. Work with student government to encourage a culture of quiet on the fourth floor (2011-) (Director)

Requires cooperation of Student Government

6. Preserve equality of access by maintaining reserves collection and free printing (2011-) (Director)

   a. Resolve issues with printing from the wireless printers.
      Requires support from ITS (Printing controls may be mandated by the University)

7. Ensure the information technology available in the library is more than adequate to support the academic mission. (2011-) (Director)

   Requires adequate funding for computers and peripherals as part of the budget process.