



STRATEGIC PLAN

2015 - 2018

Mission Statement

The mission of the Law Library is to promote and support the scholarly, research, and curriculum needs of the students and faculty of the UB School of Law; and to make available law and law-related resources to the UB community and to the public.

The Law Library is where law students learn to use the basic tools of the profession. The Library provides exceptional services and instruction; identifies, selects and maintains appropriate, innovative and comprehensive resources in multiple formats; and creates an environment that allows our students and faculty to succeed.

Student Learning Outcomes:

1. Identify the best legal research methodologies and sources that will resolve the legal issue or problem being researched.
2. Effectively use multiple research tools and techniques in a variety of formats.
3. Evaluate sources for their reliability, currency, precedential value, accuracy, bias, cost, and applicability to the issues being researched.

Strategic Area: Services

Provide comprehensive, flexible, and timely support for the coursework, scholarship, and service pursuits of the faculty and students at the University of Baltimore School of Law.

Faculty Services

Offer direct research support through the faculty liaison program and library-wide research/reference assistance

- Provide formal and informal training for research assistants
- Ensure that faculty members receive timely and comprehensive current awareness information in their areas of interest and expertise.
- Provide in-class research training on request
- Provide TA training

- Coordinate with ILS/ITA program to provide a coordinated research program for first-year students.
- Continue to create and update LibGuides, presentations, bibliographies and other materials tailored to specific class subjects.

Student Services

- Introduce all students to sound legal research skills
- Collaborate with the ILS/ITA program and the LLM program to support their teaching of legal research directly through participation in their classes and by creating materials and tutorials that support those programs.
- Expand opportunities for students to learn advanced and subject-specific research skills
- Provide opportunities for student research training outside of formal legal research courses.
- Maximize student access to research and reference support through multiple avenues, including web-based research tools, email, phone, chat, and in-person reference.
- Library liaisons will work collaboratively with faculty advisers, members of journals, moot court teams and student organizations to support the research needs of participating students.
- Pursue internal funding, including University of Baltimore grants, to fund innovative student services.

Promote services that contribute to the scholarly success of the Law School Community, Journals, and Faculty

- Support student scholarship by providing regular classes and individual assistance on their upper-level papers, comments and notes.
- Complete the development of the faculty scholarship repository in ScholarWorks @ UB School of Law.
- Expand ScholarWorks to include Law School Centers, Programs, Symposia and Conferences.
- Promote the ease in functionality of interlibrary loan through the use of the ILLiad interlibrary loan management system.

Services for the Public

- As a state-funded institution, the Law Library recognizes and embraces its responsibilities to make our resources and services available to the general public.
- Any member of the public may use the library, receive expert research assistance, and utilize our public terminals for research purposes.

Strategic Area: Resources

The Law Library will be a responsible financial steward of the Library's resources while providing access to a comprehensive collection of legal materials in various formats that support the curricular and co-curricular needs of Law Students and the current and future research needs of the Law School Faculty.

Collection Development

- Continue to develop an excellent collection that supports the curriculum of the UB School of Law and the scholarly needs of its faculty and students, with a focus on electronic resources.
- Revise collection development plan to include innovative formats, processes, and law and law-related resources needed to support the curricular needs of the students and faculty of the UB School of Law
- Comprehensively collect Maryland primary sources and practice-oriented collections.
- Collaborate with the Law Career Development Office to raise the visibility of career planning information resources.
- Collaborate with all law school clinics, offices, programs and centers to support their various law school roles.
- Enhance the study guide collection and course reserve collection; plan approaches to include digital versions.
- Expand nontraditional items available for checkout, including laptops, power cords and other student support items.

Budget

ABA Standard 601(b) states: A law school shall provide on a consistent basis sufficient financial resources to the Law Library to enable it to fulfill its responsibilities of support to the law school and realize its established goals.

- To insure sufficient financial resources to support the provision of legal materials to the UB community, the Library will explore external funding sources, including, but not limited to:
- Donor support, working in collaboration with the Office of External Relations
- Grants, both internal to UB and external.
- Creating a Friends of the Library Programs

Technology

- Provide a technical environment in the library with an infrastructure that will meet the needs of our patrons, now and in the future.
- Identify and explore emerging technologies and adopt those that support the mission of the law school and law library.

- Focus on identifying and exploring technologies and databases that involve the practice of law, including, but not limited to, courtroom technologies, E-Discovery, and mobile apps for law practice.
- Identify and provide reliable access to law practice-oriented programs, apps and legal research platforms.

Improve Resource Visibility

- Improve the usability of the Law Library online catalog by building more “connectedness” among system resources such as Aleph, Digital Commons, and other databases.
- Mine Library statistical data to improve collection use and development.
- Examine and improve current methods of communication with law student users and develop an overall communications plan
- Foster expertise in use of appropriate tools and programs for engaging in best practices in the processing and use of electronic resources, specifically to include the online catalog and online databases.
- Examine electronic resources workflow to identify and rectify any inefficiencies and/or redundancies.

Strategic Area: Governance

The University Of Baltimore Law Library is a unit within the University Of Baltimore School Of Law. The Law Library has broad discretion in library-related budget matters, policy making, and administrative procedures.

- Library administration and services are based on a policy of transparency and collaboration both within the Library itself and with the University, the Law School faculty and administration.
- The Library is an active participant in the shared governance of the University of Baltimore, through service on various academic and administrative committees throughout the University and the Law School, and through service on the Library Faculty Senate in collaboration with Langsdale Library. Through this participation, the Law Library helps set policy and procedures furthering the advancement of the educational goals of the University, the Law School, and the Law Library.
- The Director is the administrative head of the Library and is a member of the School of Law Senior Staff. The Library is organized into two administrative units: Public Services and Collections and Database Services, each headed by an Associate Director.
- Librarians’ terms of employment include the University of Baltimore’s Librarian Policy on Promotion and Permanent Status, which establishes the criteria for appointment, rank, and promotion of librarians.
- The Library also is a partner in the consortium of the University System of Maryland and Affiliated Institutions (USMAI) Libraries, which provides specialized library technology, cooperative purchasing, and resource sharing. Within the general framework of the consortium, the Law Library

independently sets policies, makes collection development decisions, and enables patron access to library materials.

Strategic Area: Communication

Promote Library Services through various methods of communication and marketing outlets.

- Post Library announcements and news on the library website, the UB Law Library Facebook page.
- Create an Instagram or Snap Seed account, posting pictures of events in the Library.
- Create a Library Twitter feed for Library announcements and news.
- Regularly email students, faculty and staff about upcoming events occurring in the library.
- Have a “photo of the week” and post on the Library website or Facebook page or other outlets.
- Create a newsletter announcing what is new and upcoming in the Law Library, including newly acquired titles and databases.
- Re-establish the Law Library Blog, blogging on interesting topics on a regular basis.

Library Environment and Space

- Improve and create signage around the Law Library and the Law School Building to relay information to engage students.
- Use the iPad kiosks as a tool to enable users to locate resources throughout the Library.
- Plan different events throughout the school year, including brown bag lunches inviting those from other institutions to discuss current library related topics.
- Create and disseminate policies on the use of study rooms so that UB law students have priority use of the study rooms.
- Monitor temperature, air quality and noise level in the Library and work with the various campus offices to make necessary adjustments.

Strategic Area: Professional Development

Create individual professional development plans specific to individual job responsibilities.

- Support professional development to promote strategic plan, in achievement of goals.
- Membership to professional associations related to the individual’s position.
- Support and funding for attendance at professional meetings.
- Support participation in webinars and continuing educational opportunities provided by professional associations, USMAI and other organizations.

