

Committee Charge Worksheet

Name

Springshare Investigative Committee

Reason for Change

The proposed changes here-in are intended to provide more guidance and structure to the Springshare Investigative Committee, as well as increasing it's effectiveness and exposure to the stakeholders of Springshare products.

Description/Purpose

To examine the suite of Springshare products and optimize their use within the library. This committee will act as an advocate for useful Springshare products and stay abreast of changes in the Springshare ecosystem.

Sponsor(s) (i.e. to whom the group reports)

RIS Assistant Dean and CAS Assistant Dean

Leader(s)

The leadership role will be selected from standing committee members at the beginning of any term.

Membership

The committee will consist of 3-5 FLITE librarians at a time. The current main administrator of Springshare shall be an ex officio member.

Membership Rotation Schedule

Members will be asked to serve a one-year term.

Membership Term Limits

Two consecutive terms

Resource People (i.e., those who are crucial to the success of the Committee, but may not be expected to attend every meeting. Could be external to FLITE, as well.)

- CAS Assistant Dean
- RIS Assistant Dean
- FLITE Librarians
- Kevon Petralia – Springshare Sales Consultant

Goals

- Meet with all stakeholders for each Springshare product in a formal and consistent manner to learn and act upon their needs.
- With input from stakeholders help design and train faculty and staff on best practices on the use of Springshare products.
- Examine avenues to integrate Springshare products more thoroughly into work flows and web presence
- Research and present on new developments within the Springshare community
- Investigate Springshare products not currently subscribed to and make recommendations for potential acquisition based on utility
- Train FLITE personnel on using Springshare products more fully
- Showcase exceptional uses of the products
- Work with **RADTech** and **Usability Committee** on product integration

Measures of Success

Success will be measured by use of Springshare products in the library and the comfort that FLITE employees feel in using said products. This measurement may take the form of a survey or informal interviews of library personnel.

Connections to Strategic Plan (cite specific initiative[s])

Initiative 1 – Library collections and services are in strong demand, are based on data and best practices, and demonstrate value to current users (1.1, 1.2, 1.3, 1.5)

- 1.1 – Determine what we are currently doing well and how to expand/enhance that
- 1.2 – Inventory data we do and do not yet have and find ways to gather, store and interpret data we do not have
- 1.3 – Find ways to correlate our data with other university data to demonstrate how we help further Academic Affairs' and the university's strategic plans and meet/exceed expectations
- 1.5 – Report data/results to university community as part of telling the library's story

Initiative 2 – The library is an affirmative, attractive, responsive, safe “21st century” environment for users (2.4)

- 2.4 – Refresh online system user interfaces in ways that meet user needs and are consistent with common university standards, for an enhanced user experience

Resources (e.g. new/existing data, literature, etc.)

- Springycamp
- The Springshare Lounge
- The Springshare Blog

Timeline (i.e., duration or when the Committee should end its work)

Currently Indefinite, but review should occur to its usefulness every 2 years.

Assessment Plan/Review Cycle

Charge and effectiveness of the Springshare Investigative Committee will reviewed as per the Advisory and Accountability Committee's recommendations.

Guiding Questions

How may Springshare products be better utilized by FLITE?

What kind of programming and education is necessary to ensure that faculty and staff are confident in their use of Springshare products?