

LOUIS: The Louisiana Library Network**(A Department of LSU Computing Services)****May, 2002****PREAMBLE**

We are in the midst of an information explosion. Libraries are positioned to manage the plethora of information by combining state-of-the-art technology with their expertise in selecting, organizing, managing and distributing information resources. LOUIS: The Louisiana Library Network was created to assist Louisiana libraries in accomplishing their missions in this new environment.

VISION

LOUIS strives to ensure that Louisiana libraries are the premier resource for authoritative information to support the instructional, research, business, and recreational needs of their communities; to become a national leader in providing library information services; to serve as a model for other library consortia and collaborative endeavors; to foster an environment of communication and cooperation within the state; and to identify, evaluate, and implement state-of-the-art information technology.

MISSION

The mission of LOUIS: The Louisiana Library Network is to identify and support Louisiana library initiatives as stipulated in the annual contract that Louisiana State University receives from the Louisiana Board of Regents and to implement grants designated for Louisiana libraries. To achieve this mission, LOUIS will provide library automation services; deliver access to electronic information; create a network of trained library staff; promote cooperation and communication among multi-type libraries; research and implement new information technologies; and secure continued funding.

I. Library Automation Service Goals

Continue to provide library automation services for all Louisiana publicly funded college and university libraries and some private academic libraries.

Objective	Description	Performance Indicators	Actions 2001/2002	Constraints
1	Continue to maintain NOTIS LMS for remaining LOUIS sites until Dec 2002.	<ul style="list-style-type: none"> ○ Provide at least 10 hours/day, 5 days/week telephone support by LOUIS staff and after hours support by the Computing 	<ul style="list-style-type: none"> ○ Maintain batch jobs ○ Provide backup and recovery procedures ○ Monitor CICS performance ○ Maintain ACF and NOTIS security access 	

		Service operations staff		
2	Maintain, support and manage the SIRSI UnicornLINK System	<ul style="list-style-type: none"> ○ Provide at least 10 hours/day, 5 days/week telephone support by LOUIS staff and after hours support by the Computing Service operations staff ○ 	<ul style="list-style-type: none"> ○ Maintain reports ○ Provide backup and recovery procedures ○ Write custom reports ○ Implement requested iLink changes ○ Implement request WorkFlow changes ○ Implement cataloging, authorities, opac, circ, acq, serials, material booking, course reserve and ILL functions ○ Attend Sirsi Users Group Conference ○ Provide training ○ Implement, maintain and support Hyperion 	
3	Support distance education initiatives for all LOUIS institutions	<ul style="list-style-type: none"> ○ Support the Electronic Reserve System ○ Make the LOUIS proxy server available to all LOUIS sites 	<ul style="list-style-type: none"> ○ Maintain ER systems software and hardware ○ Maintain proxy server, software and interface to patron files. 	
4	Maintain the interlibrary loan ILLiad system	<ul style="list-style-type: none"> ○ Implement ILLiad for new sites ○ Maintain ILLiad for existing sites 	<ul style="list-style-type: none"> ○ Implement Lending and borrowing Modules ○ Prioritize the remaining ILLiad modules for 	

		<ul style="list-style-type: none"> ○ Provide Beginning and Advanced training on ILLiad as needed.. 	<ul style="list-style-type: none"> implementation. ○ Train people on ILLiad as needed 	
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II. Deliver Electronic Information

Continue to provide LOUIS: The Louisiana Library Network with easy and convenient access to a full range of electronic information including abstracts, indexes and full-text journal articles and newspapers. This access is available from workstations located in academic, public, and K-12 school libraries, homes, offices, or any other remote location.

Objective	Description	Performance Indicators	Actions 2001/2002	Constraints
1	Continue to provide guidance to electronic resources selection committees	<ul style="list-style-type: none"> ○ Attend all meetings when appropriate 	<ul style="list-style-type: none"> ○ Serve as a resource for the Louisiana Academic Library Information Network Consortium (LALINC), LLN Commission, LAICU Database Committee, Parish Library Database Committee, and K-12 committees 	
2	Continue to provide electronic information for Louisiana libraries	<ul style="list-style-type: none"> ○ Obtain resources at an average of 60% of list price 	<ul style="list-style-type: none"> ○ Set up vendor presentations ○ Establish trials for library communities ○ Negotiate pricing and licensing agreements with vendors ○ Implement and manage 	

			<ul style="list-style-type: none"> access to licensed products ○ Gather usage statistics and produce management reports ○ Evaluate products currently in use ○ Invoice libraries for database services 	
3	Continue to implement and manage access to electronic information	<ul style="list-style-type: none"> ○ 95% availability of electronic resources ○ Manage EZproxy software 	<ul style="list-style-type: none"> ○ Insure secure access to products ○ Identify authentication and authorization processes ○ Insure availability of software access products (WinSPIRS, WebSPIRS, Z39.50 Gateway, PACLink, and WebPAC, IBistro) ○ Analyze and implement hardware options and upgrades ○ Monitor software and install upgrades ○ Manage and maintain LOUIS authorized users file. 	Maturity of hardware and software solutions

III. Create a Network of Trained Library Staff

Continue to coordinate and encourage professional development among LOUIS staff and Louisiana academic library staff members by organizing, scheduling, hosting, and providing relevant classes

in a timely manner.

Objective	Description	Performance Indicators	Actions 2001/2002	Constraints
1	Organize training sessions	<ul style="list-style-type: none"> ○ Vendors of newly acquired products must provide at least three separate training sessions dispersed around the state 	<ul style="list-style-type: none"> ○ Schedule vendor-based training sessions ○ Conduct training sessions using field experts from member library staffs ○ Provide at least 1 week of training on SIRSI for library staff members. 	
2	Insure technical ability of LOUIS staff	<ul style="list-style-type: none"> ○ Provide adequate training for LOUIS staff 	<ul style="list-style-type: none"> ○ Have LOUIS staff members attend any necessary training 	Funding for new software and hardware

IV. Promote Cooperation and Communication among Multi-Type Libraries

Continue to coordinate and encourage cooperation and communication among existing and future LOUIS members, electronic information providers, hardware and software vendors, state agencies, and the LOUIS Office.

Objective	Description	Performance Indicators	Actions 2001/2001	Constraints
1	Encourage participation in consortia-based meetings and conferences	<ul style="list-style-type: none"> ○ LUC attendance of 100 ○ 85% attendance of all system administrators at each System Administrator's Meeting 	<ul style="list-style-type: none"> ○ Conduct annually meeting of Louisiana LOUIS Users Conference (LUC) ○ Host System Administrators' Meetings semiannually 	
2	Disseminate information	<ul style="list-style-type: none"> ○ Produce and 	<ul style="list-style-type: none"> ○ Maintain the LOUIS web 	

		distribute Newsletters to 1600 state and national contacts as needed ○ Publish column in LLA Magazine	pages (www.louislibraries.org) and (www.lsu.edu/ocs/louis) ○ Produce the LLN Newsletter ○ Write articles for the newsletter ○ Publish local and national articles ○ Interface with the Board of Regents, the LLN Commission, the LaLINC Executive Committee, the Directors Advisory Council and the LAICU libraries to identify LOUIS priorities and funding needs ○ Serve as a resource for the LALINC Executive Committee, LLN Commission, State Library of Louisiana, LAICU libraries and the La Department of Education ○ Educate LOUIS library campus administrators as turnover dictates	
3	Continue to accept invitations to speak at local and national conferences	○ Make at least 10 Presentations in 2002	○ Make presentations at local and national meetings and conferences ○ Educate the Board of Regents on the activities of LOUIS	

V. Research and Implement New Information Technology

Continue to investigate the use of evolving technology in the library information industry.

Objective	Description	Performance Indicators	Actions 2001/2002	Constraints
1	Attend professional conferences	○ LOUIS staff to attend at least 3	○ Attend ACRL-La/NUC,	Travel budget

		professional conferences	ALA, LLA, CISD, SOLINET, SUGI, and ICOLC	
2	Investigate SIRSI Union Catalog	<ul style="list-style-type: none"> Implementation of Union Catalog for 1 site 	<ul style="list-style-type: none"> Purchase and install hardware and software 	
3	Continue to manage and enhance the LSU Digital Library System	<ul style="list-style-type: none"> Identify new collections for the DL system Develop current collections 	<ul style="list-style-type: none"> Prioritize new collections Add images to existing collections 	Ability to secure funding for new collections

VI. Secure Continued Funding

Continue to work with the Louisiana Board of Regents to secure operational funding for LOUIS and new funding for SIRSI UnicornLINK.

Objective	Description	Performance Indicators	Actions 2001/2002	Constraints
1	Work with LA Board of Regents staff to identify needs.	<ul style="list-style-type: none"> Secured funding each fiscal year 	<ul style="list-style-type: none"> Provide documentation and presentations Develop budget(s) Interface with Chief Academic Officers Identify potential grants 	Travel budget