

The Engaged Subject Librarian

UNT Libraries Subject Librarian Workgroup

2018-2019

Recap: Deconstruction The Reverse Engineering Approach

- Spring 2017
 - Meeting with Associate Deans
 - Literature Review & Consulting
 - Survey
- Summer 2017
 - Peer Task Force
 - Visioning Workshop
 - Report on Progress to Associate Deans

Recap: Reconstruction

- Fall 2017
 - New Peer Task Force
 - Writing (Introduction and Areas of Focus)
 - Report on Progress to Associate Deans
- Spring 2018
 - Report on Progress to Subject Librarians
 - Survey for feedback, take one
 - Survey for feedback, take two
- Summer 2018
 - Submitted to Administration for final approval

SUBJECT LIBRARIANSHIP AT THE UNT LIBRARIES

At the UNT Libraries, engagement with the community is fundamental to the work of Subject Librarians. Engagement by Subject Librarians entails a level of sustained, high-quality interactions between the Subject Librarian and patrons. Subject Librarians have leadership roles as representatives of the Libraries within the UNT communities. Engagement is the primary strategy for developing and using leadership skills in this role.

ENGAGEMENT

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The Engaged Subject Librarian:

- Exhibits strong working relationships by facilitating conversations with faculty, students, and staff in assigned colleges, departments, institutes, programs, etc.
- Maintains awareness of current and future programs and curricula in assigned department(s).
- Promotes applicable library services and collections.
- Assesses patron needs and shares relevant information with library staff and with departments or institutes as appropriate.
- Demonstrates ability to collaborate effectively with key constituencies in the areas of collections, teaching, and research.
- Participates in Subject Librarian Workgroup meetings and trainings.

TEACHING AND LEARNING

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The Engaged Subject Librarian:

- Acquires knowledge of information literacy models and guidelines.
- Maintains awareness of fundamental curricular needs for core/foundational, research methods, or capstone courses.
- Engages with faculty and other teaching staff to encourage the integration of information literacy concepts and skills into the curricula when possible.
- Delivers effective instruction sessions for face-to-face, hybrid, and online courses, and provides alternate learning opportunities such as LibGuides, online tutorials, learning objects/tools, course management system modules, research consultations, or technology training sessions, as appropriate.
- Assesses student learning in library instruction sessions; uses results to improve instruction.
- Makes referrals to consultants in other areas of the Libraries as appropriate.
- Demonstrates familiarity with online tools and relevant standards supported by the University's teaching and learning support units, such as CLEAR.

RESEARCH SERVICES

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The Engaged Subject Librarian:

- Provides assistance in accessing library resources and services.
- Provides assistance and individualized instruction in finding and evaluating information.
- Provides guidance on correct attribution of sources and consults on plagiarism issues.
- Provides information and referrals for interlibrary loan (ILL), citation management, and other specialized services.
- Answers questions in person and through e-mail and phone.
- Works with faculty to provide research assistance via learning management systems as appropriate.
- Documents reference transactions.
- Maintains current awareness of research conducted by assigned departments or units.
- Exhibits familiarity with other research services on campus for referrals and collaboration.
- Attends training for new electronic resources in assigned and related subject areas.
- Checks that patrons received sufficient assistance during or after completion of research transaction(s).
- Follows [RUSA Guidelines](#) for Behavioral Performance of Reference and Information Service Providers.

COLLECTION DEVELOPMENT

The Subject Librarian contributes to the development and management of collections to support research and instruction in subject area(s) by collaborating with Collection Development staff.

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The Engaged Subject Librarian:

- Possesses general familiarity with the Libraries' holdings that support research and teaching in assigned subject area(s), especially the major relevant resources.
- Maintains a basic awareness of the current collection development book selection tool.
- Relays to Collection Development requests for materials from faculty and patrons.
- Applies disciplinary subject expertise and knowledge of curricular and research needs of the university to inform collection development selections and decisions; helps analyze the adequacy of resources to meet research and teaching needs.
- Reports problems with discovery systems and other issues related to accessibility, usability or the contents of the UNT collections.
- Understands the responsibilities of the Collection Development Department and makes referrals to the department to handle offers of physical materials as gifts and to answer questions about the collection budget or about the pricing and licensing of resources.

DIGITAL TOOLS

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The Engaged Subject Librarian:

- Exhibits a high level of familiarity with the Libraries' web presence, online search interfaces, digital tools, and technology support units. (See Appendix for definitions of digital tools.)
- Possesses an introductory level of familiarity with course- or learning-management software and tools, including synchronous and asynchronous instruction.
- Updates knowledge of digital tools regularly due to rapid evolution of software and emerging tools, especially those that support pedagogy.
- Communicates effectively to all appropriate audiences the implications of changes to digital tools that may affect related resources like [LibGuides](#), websites, or handouts.
- Maintains awareness of university-wide and library-specific digital technologies as supported by the [Center for Learning Enhancement, Assessment, and Redesign \(CLEAR\)](#) or the Libraries' [Technology and Computer Operations](#) unit (Lib TACO).

SCHOLARLY COMMUNICATION

The Subject Librarian fosters student and faculty understanding of the scholarly communication process by working with appropriate colleagues in the Libraries to develop an awareness of scholarly communication issues and promote services offered by the Libraries.

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The Engaged Subject Librarian:

- Incorporates scholarly communication principles into discussions about resources, instruction, and research in assigned subject area(s).
- Follows current and emerging trends for communicating research in assigned subject area(s) and demonstrates knowledge of the types of scholarly or professional publications and forms of media (books, articles, performances, exhibits, etc.) utilized by researchers in those areas.
- Communicates and explains UNT's Open Access policy to faculty and student researchers.
- Communicates basic principles of copyright to instructors and researchers, including responsible use of copyrighted material in an academic setting.
- Maintains awareness of services offered by the UNT Libraries Scholarly Communication Office, Library Research Support Services, and the UNT Digital Projects Unit, including those related to scholarly publishing, copyright, scholarly impact, data management, and repository services; makes referrals to these units as appropriate.

OUTREACH

The Subject Librarian works with colleagues in the Libraries, University units, or community partners to promote library services and collections to UNT or broader communities in support of the mission of the Libraries.

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The Engaged Subject Librarian:

- Provides reference assistance or professional consultations for the broader community upon request.
- Promotes applicable library services and collections.
- Exhibits strong working relationships by actively engaging with the broader community as appropriate.
- Maintains awareness of current and emerging developments related to subject expertise.
- Addresses community information needs and shares information or expertise as appropriate.
- Plans activities in advance to identify potential collaborators and audience, to establish the overall time commitment, and to determine funding needs for the project, as appropriate.

Forthcoming a.k.a. Coby & Julie To Do List for 2018-2019

- Updated Manual
 - List of Resources/Appendix/Toolkit
 - List of Recommended (Best) Practices
- Fall Workshop
 - Digital Tools
 - Scholarly Communication
- Spring Workshop
 - Teaching and Learning (Pedagogy)
- Assessment
 - Engagement Survey
 - Pre/Post workshop

Thank You!

- What questions do you have?
- Concerns?
- Additional information to share?

We're excited about the learning & growth opportunities we'll encounter as we implement the guidelines. We hope you are too!