

2019-2020 LAW LIBRARY ACHIEVEMENTS

ANALYSIS OF FISCAL YEAR GOALS

GOALS MET BY SERVICE AREA

The table below shows how 2019-2020 goals were met:

Service Area	Goal	Actions Taken
Library Services	Outreach to Student Government Bodies	<ul style="list-style-type: none"> Obtained feedback from law student organizations for improvement of Outreach Services via in person meetings. Improved relations as result.
	Migrate to new/preferred social media outlets	<ul style="list-style-type: none"> Publish weekly news feeds on law library page and email about new library resources and services. Contribute to weekly FIU Law Weekly student newsletter.
	Reimagine Display Cabinets	<ul style="list-style-type: none"> Re-organized and updated Faculty scholarship in Display cabinets. Monitored the digital display panel for accurate communication.
	Institute biAnnual Surveys	<ul style="list-style-type: none"> Replaced with in-person feedback discussions with student organizations.
	Increase Affordable Textbook Usage / OER	<ul style="list-style-type: none"> Saved Students \$144,711.16. See Affordability Counts Report for details.
	Faculty Workshops	<ul style="list-style-type: none"> Coordinated with library vendors for Faculty Workshops.
	Outreach for Featured Films	<ul style="list-style-type: none"> Coordinated with campus libraries and enabled access support for featured films for faculty for their research and curriculum needs.
	Increase Support for Auxiliary Programs	<ul style="list-style-type: none"> Provided tours and orientation for FIU Law auxiliary programs and library resource support, focusing on Law Path, LSI, and International programs. Started Advanced Legal Research Certificate auxiliary program from FIU Law through FIU Online CPE.
	Improve Statistics Reporting	<ul style="list-style-type: none"> Streamlined patron and gate counts and uploaded statistics to the SharePoint.
Collection Services	Continue Cataloging eResources	<ul style="list-style-type: none"> Accomplished the loading of MARC Records: <ul style="list-style-type: none"> Coordinated with FALSC for central loading of West Academic. Loaded the records for two database sets of Edward Elgar Online (1) Elgar Advanced

Service Area	Goal	Actions Taken
		Introductions, and (2) Edward Elgar Tailored Collections.
	Establish Streamlined Workflows Based on New Procedures	<ul style="list-style-type: none"> Implemented new procedures – Completed and eliminated backlogs of print donations by adding the bib, holding and item records to ILS. Implemented and completed LACC Workflows - orders, receipts and physical processing of Latin American and Caribbean materials. Approximately 200 items of acquired materials including donations were cataloged. Identified and closed open orders for unavailable items. Established and streamlined Collection Services Teams for sharing departmental tasks, assignments and projects as well as communication.
	Review Ordering and Invoicing Processes	<ul style="list-style-type: none"> Established GOBI Gold level purchasing, shelf-ready and cataloging program. Streamlined monthly reconciling processes. Compiled, organized and uploaded eInvoices files to Share Point. Verified, added and updated vendor list for both domestic and foreign vendors.
	Implement Ticketing System for Collection Development	<ul style="list-style-type: none"> Streamlined and incorporated Collection Development Ticketing system into the routine workflow for pick-up, assignment and transfer of tickets as appropriate for efficient workflows.
Digital Initiatives & Scholarly Communication	Continue to Increase Scholarly Impact of FIU Law	<ul style="list-style-type: none"> Launched digital Scholarly Impact Report Published 12 Scholarly Impact Reports. Placed Digital Object Identifiers (DOI) for all FIU Law Review articles.
	Create Google Scholar Accounts for Law Faculty	<ul style="list-style-type: none"> Completed Google Scholar Accounts for interested FIU Law Faculty.
	Cleanup Law Library Intranet	<ul style="list-style-type: none"> Completed. Sharepoint documents organized and streamlined by department and activity Law Library Team in place to avoid email communication. Team Wiki set up with all Law Library training requirements, etc. in one place. ILS migration information provided as well.
	Develop Elaine Bloom Library	<ul style="list-style-type: none"> Digitized awards and provided via eCollections. Began organization of books and pamphlets to obtain collection knowledge. Drafted technical criteria for describing the collection.
	Develop Florida Legal History Library	<i>On permanent hold.</i>
	Establish Perma.cc Protocols	<i>Other strategic priorities took precedence. Plan to re-evaluate need for Perma.cc in 2020-21.</i>
	Publish Five Issues of FIU Law Review	<i>Published 3 issues as received from FIU Law Review</i>
Publish Two FIU Law Review Symposia	<ul style="list-style-type: none"> Intelligent Entertainment: Algorithmic Generation and Regulation of Creative Works, 	

Service Area	Goal	Actions Taken
		https://ecollections.law.fiu.edu/lawreviewsympo sia/IntelligentEntertainment/ <ul style="list-style-type: none"> Made in Italy: The Law of Food, Wine and Design, https://ecollections.law.fiu.edu/lawreviewsympo sia/MadeInItaly/
Special Collections	Catalog Remaining Foreign Language Materials	<ul style="list-style-type: none"> 178 titles requiring original cataloging were processed and metadata is being uploaded to Aleph and OCLC.
	Organize Backlogged Donations	<ul style="list-style-type: none"> Backlog of estimated 400 volumes of new acquisitions and donations were reviewed, analyzed and classified according to cataloging requirements. All items in backlog organized and processed.
	Establish Relationship with LLMC	<i>On hold, requires in presence analysis, inventory and verification.</i>
	Promote Elaine Bloom Library	<ul style="list-style-type: none"> On permanent hold, items from this collection are processed through Digital Initiatives and uploaded to eCollections.
	Address Mario Diaz Cruz Pamphlets	<ul style="list-style-type: none"> 262 pamphlets described and metadata uploaded to eCollections.
	Curate and Archive Albert J. Krieger Personal Papers Collection	<i>This collection has not been acquired/transferred to the Law Library.</i>
	CAJ Print Collection – New Special Collection Sub-Collection	<ul style="list-style-type: none"> Completed analysis and evaluation of monographic titles and journals for the Center for Administration of Justice (CAJ) collection – a Collection of special documents from this Collection was created to document the work of this FIU unit and their role strengthening the rule of law in Latin America.

ADDITIONAL ACHIEVEMENTS

During 2019-2020, the law library additionally achieved the following:

- Coronavirus Telework Operations.** Law Library successfully migrated to telework operations within 48 hours after FIU closed due to the Coronavirus Pandemic. This success was built on an infrastructure designed to provide virtual services 365/24/7 for years prior to the pandemic. We also provided:
 - Dedicated FAQ for evolving services based on Coronavirus response, <https://libanswers.law.fiu.edu/search/?t=0&g=200&topics=Coronavirus&adv=1>
 - Remote Teaching Resources Guide for FIU Law Faculty, <https://libguides.law.fiu.edu/remoteteachingsupport>
- Patronage:**
 - Total Patron Interactions **up 51%** from last year at 2,854 interactions.
 - Reference and Research Tickets **up 89%** to 1,013 requests from patrons.
 - Total FAQ views **up 63%** from last year to 5,678 views.

PERSONNEL SUMMARY

Summary of requested personnel during 2019-2020 fiscal year:

1. Collection Services – Adjunct Law Librarian to Provide Special Collections and Donations Cataloging Services

Approved. Hired in January 2020; renewed for FY 2020-2021 to complete project.

2. Library Services - Head of Instructional Services Law Librarian to Provide Oversight and Organization of Instructional Services and Innovative Outreach and Programming

Approved pending funding. Revisit for FY 2020-2021.

3. Library Services – Law Practice Librarian to Provide Support for Clinical and Experiential Learning

Approved pending funding. Revisit for FY 2020-2021.

4. Library Administration – Appoint Assistant Dean for Legal Information Services

Approved; *pending* FIU HR guidance.

5. Library Services – Replace Outreach Library Services Specialist

Approved; *pending* FY 2020-2021 hire after Coronavirus hiring freeze.

BUDGET SUMMARY

The Library budget was reallocated in 2019-2020 to reflect changes in funding; additional funding was provided to support increases in collection costs due to inflation.

- JM funds transferred to ENG account to discontinue unnecessary budget line.
- OCO funds allocated to faculty research and other accounts; improve reporting of OCO to FIU auditors
- ~\$20,000 increase in Collections funds to respond to year over year increases due to inflation costs that have not be addressed for over five previous years.
- The following Tech Fee was requested by and awarded to the Law Library: 19-050 Resource Enrichment for Law Student Success, \$343,906.30 over three years.
- The following Tech Fees were requested by Library Operations and a portion was allocated to the Law Library:
 - 19-025 Learning Hub, ASK Center, and Law Library Refresh, ~\$89,500.00
 - Installed new desktops in Information Commons.
 - Installed new laptops for circulation.
 - New Microfilm and Bookeye Scanner Awaiting end of Coronavirus-related delays.
 - 19-027 SMART Boards for Group Study Rooms, ~\$19,000.00
- Title VI Higher Education LAC Grant, \$5,994.63, increase access to Latin American legal materials at FIU.