

**ARL Review Assignments  
January 2004**

**“The Principles and Procedures of Membership in the Association of Research Libraries” document was used as a guideline for determining the following assignments to be undertaken for the 2004 spring ARL review.**

- A. Collections: Breadth and Quality of Collections (Overview)
  - a. Total (collection size) (Administration)
  - b. Identify unique collections, i.e., general, special collections—manuscripts, archives, rare books—government documents, music, art, etc.
  - c. Contributions to the world of recorded knowledge (1999-present), i.e., completed special projects, future special projects, digitization, grants that enhanced collection availability, etc.

**Assigned to: Collection Management, Technical Services, Public Services**

- B. Doctoral /Research University – Extensive
  - a. The above classification has been met.
  - b. Comparable affiliations? Need to determine

**Assigned to : Dean and Associate Dean**

- C. Qualitative and Quantitative factors
  - a. Institutional commitment over time (Collections budget & operating budget from 1999-2003)
  - b. Continuing investment—endowments and other funding sources besides state (Juana Young, Dean Allen, and Director of Development)
  - c. Services to the community (All librarians/staff – see list below from p.2 of “Principles and Procedures of Membership in the Association of Research Libraries” document)\*
  - d. Distinctive research-oriented collections in a variety of formats (Selectors)
  - e. Collections of national significance (Selectors)
  - f. Size, skill sets, and breadth of classifications among faculty and staff (Human Resources)

**Assigned to: Administration, Selectors, Human Resources**

- D. Once qualitative and quantitative factors have been determined, identify areas where collections should be strengthened. Provide a list of resources that would significantly enhance breadth and depth within the area. Determine ideally what resources should be added to help make Libraries really competitive with peers.

**Assigned to: Selectors**

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\* See next page.

**\*A successful research library is distinguished by such characteristics as:**

- Sustained institutional commitment to the library over time (as evidenced by the nature and extent of resources allocated) and continuing investment that will support:
  - distinctive research-oriented collections and resources of national significance in a variety of media
  - services to the scholarly community [campus, local, regional, national], including the availability of electronic resources
- Participation in national and/or international library-related programs
- The creation of bibliographic records and their availability on one of the major bibliographic networks
- The use made of the collections and services by faculty, students, and visiting scholars
- The preservation of research resources
- The leadership and external contributions of the staff to the profession
- The engagement and involvement of the library in academic planning and programs of the institution (e.g., development of new academic programs, participation in teaching, research grants or projects, level of development support, service on institutional committees, involvement in governance, etc.)