**ADVENTIST UNIVERSITY OF AFRICA**

2017 -2025

**JUDITH THOMAS LIBRARY**

**STRATEGIC PLAN**

**Overview**

This Strategic Plan covering 2017 - 2020 was developed to provide strategic directions for Judith Thomas Library (JTL) for the next four years. The plan is aligned to the vision, mission, and core values of Adventist University of Africa (AUA) and it articulates how the library’s collections, services, and initiatives will contribute to the achievement of the university’s priorities of excellence in teaching, learning and research. This is the library’s blueprint that will save time and increase productivity through achievable strategic directions geared towards providing fast, authoritative access to and delivery of global information resources. The ultimate achievement will be creation, dissemination, transformation, preservation and exchange of new and existing knowledge. This strategic plan particularly focuses on Standards and Guidelines for University Libraries in Kenya as set by Commission for University Education (CUE) whose main objective is to ensure quality higher education in Kenya.

**Vision**

To be a top-quality graduate university library providing comprehensive resources and services in research and learning within the vision and mission of the university to the continent of Africa and the rest of the world.

**Mission**

To provide comprehensive information resources and services in collaboration with faculty and the university community to meet Research, Instruction and Learning needs of the Adventist graduate education in Africa and the rest of the world.

**Objectives**

1. To select and acquire current and relevant library resources.
2. To provide library services that meet the information needs of the university.
3. To provide an information literacy program to library users.
4. To develop and maintain a museum, rare collections and topical exhibitions.
5. To develop a digital and electronic library.
6. To develop and maintain a university archives
7. To develop a library outcomes assessment plan

Judith Thomas Library Strategic Plan is based on broad strategies drawn from the Library’s vision, mission, and objectives and these are ASPIRE, ACT, and AFRICA.

1. **ASPIRE**

To be a top quality graduate university library providing comprehensive resources and services for research, education and learning. This will be achieved through the acquisition of current and relevant library resources that meet user information needs, providing information literacy programs and encouraging maximum information utility, developing and maintaining a museum and an archives and ensuring conservation of library resources.

1. **ACT**

The ACT strategic direction establishes how the Judith Thomas Library will develop into the future to meet its aspirations in line with the vision and mission of Adventist University of Africa. It will be based on four facets and a number of strategies geared towards achieving the ASPIRE strategic direction.

The four facets are:

1. Information Resources
2. User Needs
3. Marketing
4. Intuitional Repository
5. Maintenance of Services

The following strategies will be used under each facet.

1. **Information Resources**

**Strategic Direction 1.1: Build a relevant and adequate collection of books, periodicals, and research publications to support academic teaching, learning and research.**

**Strategies**

* Maintain an updated collection development policy that will guide the selection and acquisition of relevant information resources.
* Acquire print-based books that support current and future programs
* Acquire e-books
* Identify core print-based journals in each graduate program and subscribe for the library. Include free subscriptions (SDA periodicals).
* Subscribe to e-journals though Kenya Library and Information Services Consortium.
* Involve faculty and students in collection development and management.

**Strategic Direction 1.2: Develop a multimedia centre to include relevant and adequate media resources and related ICT resources.**

**Strategies**

* Acquire media resources containing relevant and adequate information to support current and future programs.
* Develop a media centre with ICT equipment to support usage of media resources.
* Ensure availability of appropriate technical support.

1. **User needs**

**Strategic Direction 2.1: Meet User’s information needs.**

**Strategies**

* Ensure availability of relevant, timely, up-to-date and quality information resources
* Provide full library support to students and faculty at AUA extension sites.
* Provide local and remote access to the Online Public Access Catalogue (OPAC).
* Provide reference service using Web 2.0 technologies and services such as AskALibrarian.
* Provide quality circulation services.
* Provide photocopying and printing services.
* Provide easy access to electronic information resources.
* Practice good customer care.
* Provide appropriate signage within the library.
* Maintain a clean, attractive, and study-friendly environment

1. **Marketing**

**Strategic Direction 3.1: Market library resources**

**Strategies**

* Provide a reference help-desk service
* Provide orientation for new library users
* Prepare library guides for library users
* Provide Web-based tutorials
* Offer Current Awareness Services (CAS)
* Offer Selective Dissemination of Information (SDI)
* Keep users updated on new acquisitions and on library events.
* Prepare and distribute library promotional materials to users

**Strategic Direction 3.2: Provide library orientation for new users and strengthen the information literacy skills program.**

**Strategies**

* Provide library and information services to new users
* Provide library tours
* Instruct the users on how to access library resources through the Online Public Access Catalogue (OPAC).
* Develop an information literacy skills curriculum
* Provide instruction on how to access online resources
* Provide an information literacy program in collaboration with faculty

**Strategic Direction 3.3: Develop and maintain an excellent Library Web Page**

**Strategies**

* Design an easy to navigate library website
* Provide online tutorials on use of e-resources and research tips
* Ensure security of access to electronic resources
* Expand useful links and keep links up to date.

1. **Institutional Repository**

**Strategic Direction 4. 1 Develop and maintain an Institutional Repository**

**Strategies**

* Develop an Institutional Repository policy.
* Set up an Institutional Repository Committee.
* Procure an Institutional Repository management platform.
* Collect and deposit relevant institutional documents to the repository.
* Maintain and update the repository.

1. **Maintenance of Services**

**Strategic Direction 5.1: Secure the library information resources through the library book-detector**

**Strategies**

* Work with the service providers to regularly service the library theft detector

**Strategic Direction 5.2: Organize and preserve library information resources**

**Strategies**

* Update and maintain Koha, the integrated library management system
* Develop a library resources preservation policy
* Develop a disaster recovery policy
* Develop an Institutional Repository for AUA institutional publications

1. **AFRICA**

Adventist University of Africa is an institution that serves the whole of Africa and its mission is to deliver dynamic postgraduate education in a Christian context, to prepare graduates to provide competent leadership and service based on integrity, respect, and love, to meet the needs of church and society. We engage and transform communities and their Christian intellectual life by connecting people with knowledge and with each other. Our collaborations will connect the university community with other communities in the region by providing access to artefacts from diverse cultures in Africa and collecting of Adventist’s materials produced in Africa. This will be achieved through the following strategic directions:

**Strategic Direction 1: Maintain and Improve the Adventist African Heritage Museum (AAHM)**

**Strategies**

* Continue to collect artifacts and descriptions on diverse cultures and experiences of people in Africa
* Continue to collect Adventist materials produced in Africa
* Receive and preserve data, reports, and any other issues pertaining to the Adventist church in Africa.
* Define security and access to the collections
* Share information within Africa and beyond

**Strategic Direction 2: Engage in library umbrella services**

**Strategies**

* Establish ASDAL Africa Chapter.
* Network with Adventist librarians across Africa
* Attend periodic meetings of librarians
* Share information and resources (e.g. duplicate donated copies)
* Subscribe to e-resources as a consortium.
* Subscribe to other relevant professional bodies like;
  + Kenya Library Association (KLA)
* Participate in Standing Conference of Eastern, Central and Southern African Library Information Associations (SCECSAL).
  + Kenya University Librarians(KUL)
  + Christian Association of Librarians in African (CALA)
  + Kenya Library and Information Services Consortium (KLISC)
  + Others

**Strategic Direction 3: Promote Africa to the rest of the world**

**Strategies**

* Join and participate in Association of Seventh-day Adventist Librarians (ASDAL).
* Take advantage of other networking opportunities.
* Share quality cataloging data of African publications with the rest of the world.

**Conclusion**

The libraries’ expertise in the selection, acquisition, processing, management, use and sustainability of information resources will play an essential role in advancing Adventist University of Africa as a great regional University, now and in the future. We will continue to improve the strategic priorities based on ongoing assessment of user and institutional needs. We will use resources efficiently to provide excellent services and collections and also measure the effectiveness of our efforts. We will use the results for continuous improvement.

**SAMPLE WORK PLAN**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Strategic Direction** | **Planned Activities** | **Time frame** | **Achievements** | **Remarks/Mitigation Strategies** | **Staff Responsible** |
| 1. **ASPIRE** |  |  |  |  |  |
| * 1. Build a relevant books and periodicals collection to support academic teaching, learning and research. |  |  |  |  |  |
| * 1. Develop a multimedia centre and audiovisual resources with the necessary ICT equipment for use |  |  |  |  |  |
| * 1. Carry out library orientation for new students and strengthen the information literacy skills program. |  |  |  |  |  |
| * 1. Recruit, evaluate and retain top quality personnel |  |  |  |  |  |
| * 1. Maintain Service to the Community. |  |  |  |  |  |
| 1. **ACT** |  |  |  |  |  |
| * 1. To create a service environment |  |  |  |  |  |
| * 1. Meet user’s information needs |  |  |  |  |  |
| * 1. Develop and maintain an excellent Library Web Page |  |  |  |  |  |
| * 1. Develop a Digital Library |  |  |  |  |  |
| 1. **AFRICA** |  |  |  |  |  |
| * 1. Maintain the African Adventist Heritage Museum |  |  |  |  |  |
| * 1. Engage more in library umbrella services. |  |  |  |  |  |
| * 1. Promote Africa to the rest of the world. |  |  |  |  |  |