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Combining Forces on Campus: The Four C's of Faculty Liaison

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Combining Forces on Campus: The Four C's of Faculty Liaison

Elizabeth Marshall
and Melanie Mills

The D.B. Weldon Library,
The University of Western Ontario



What we'll cover...

- The Four C's: Connect, Collaborate, Create and Cooperate
- Liaison at Weldon / Western Libraries
- What's Happening on Other Campuses / Idea Sharing
- Review of Research



Western Libraries



The Four C's of Faculty Liaison...

- Connect
Personally and Professionally
- Collaborate
Participate in Research and Teaching
- Create
Opportunities
- Cooperate
Think strategically...



The Four C's @ The D.B. Weldon Library

The Basics

- Send e-mail / departmental list-serves
- Book lists / Post book jackets

Good Inroads

- Departmental web page
- Regular meetings with departmental liaisons
- Offer and teach information literacy sessions

Going Above and Beyond

- Office hours, attend departmental events, host open houses, audit a course, magnets
- Create online course materials (WebCT)
- Hiring committees / New faculty orientation





The University of Western Ontario
London • Ontario • Canada • N6A 3K7

November 16th, 2005

Dear Professor Wakeham:

As the English & Outreach Services Librarian for The D.B. Weldon Library, one of my primary roles is to provide library research and instructional support to students, faculty and staff of the Department of English. My responsibilities include:

- ❖ ensuring that library collections not only meet the needs of the English Department but also provide research and reading resources for the English Department
- ❖ providing research support to students, faculty or research professional training
- ❖ offering research support, office hours, by design research sessions, and on a one-on-one basis

I encourage you take advantage of the resources available to you through Western Libraries. We have an online resource to include in your instruction session for one (or all) of our services.

Please find enclosed a business card. Keep it handy (on the filing cabinet, computer*)...you never know when you'll need it.

Sincerely,

Melanie Mills (formerly Burnard)
English & Outreach Services Librarian
The D.B. Weldon Library

Phone: (519) 661-2111



Hi! I'm Sociology Faculty.
As the Subject Librarian for Sociology, I offer the following library services. Keep this magnet of my business card handy for future use. Please contact me if I can help.

- library instruction tailored to class needs
- research consultations in your office or mine
- collection development (print and online resources)
- tours for interviewees/new hires
- graduate student orientation

Homepage: www.lib.uwo.ca

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The Four C's @ Western Libraries

The Basics

- Contact information on course outlines/faculty web pages

Good Inroads

- Provide current awareness/bibliographic services
- Introduction to new faculty and follow-up with an e-mail providing contact information
- Join professional associations (non-library)

Going Above and Beyond

- Present at / Participate in campus conferences
- Course creation (e.g. Nursing Program)
- Create opportunities for formal feedback (Focus Groups)
- Sit on departmental committees



What Others Are Doing...



C O N N E C T

Personally...

- Humanize the library
- Show an interest in faculty research and teaching (e.g. send notes to acknowledge accomplishments)

Professionally...

- Research consultations
- Survey faculty
- Develop workshops



COLLABORATE

Research...

- Collaborate on projects, research and grants
- Solicit/encourage faculty participation in collection management activities

Teaching...

- Develop course-integrated library instruction
- Contribute to curriculum development (e.g. serve on curriculum committees)



C

Opportunities...

R

Think of creative ways to market your services and skills:

E

- Write a liaison philosophy statement

A

- Hold virtual office hours

T

- Distribute acquisitions vouchers (\$100)

E

- 'Latté [or Lunch] with a Librarian'

- Create your own e-mail distribution/ mailing lists



COOPERATE

Think strategically...

Negotiate: *“I’ll scratch your back if you scratch mine...”*

- ✓ Audit a course
- ✓ Offer workshops for staff from all levels of your department
- ✓ Assist in the training of TAs and RAs
- ✓ Solicit feedback – and do something with it!



Idea Sharing...

- What are some liaison strategies that you or your colleagues have tried?
- Have you heard of other creative or innovative liaison strategies that you'd like to share?
- What has worked well, and/or and what hasn't?



Research Review



What's Most Important to...

Library Administrators

- 1) Teaching classes in library collections and services for assigned subject(s)
- 2) Providing in-depth consultations to faculty and students on special projects
- 3) Assisting in accreditation activities of department
- 4) Consulting with liaisons regularly
- 5) Developing web pages for themselves as liaisons



What's Most Important to... Liaison Librarians

- 1) Consulting with faculty liaisons regularly **(4)**
- 2) Regularly communicating with faculty via e-mail **(-)**
- 3) Assisting in accreditation activities of department **(3)**
- 4) Teaching classes in library collections and services in assigned subject(s) **(1)**
- 5) Providing in-depth consultations to faculty and students on special projects **(2)**



What's Most Important to... Faculty

- 1) Updating faculty on services available in the library **(4) (1)**
- 2) Consulting with faculty representatives to discuss strategies to support instructional needs **(2) (5)**
- 3) Ordering books or serials for faculty **(-) (-)**
- 4) Conveying faculty's opinions or suggestions about the library to the library administration **(-) (-)**
- 5) Informing faculty of changes in the library **(-) (2)**
- 11) Conducting bibliographic instruction to students **(1) (4)**



Key to success...

- ✓ Connect
- ✓ Collaborate
- ✓ Create
- ✓ Cooperate



Questions?



Thank you!

