The Liaison System
Update to University Library Council
Sue Baughman, Tim Hackman, Tanner Wray
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Accomplishments to Date
• Developed “Guidelines” for Subject Librarian Liaisons and Departmental Liaisons to improve consistency and quality of liaison system relationships
• Enhanced “Information for Faculty and Graduate Students” page: http://www.lib.umd.edu/faculty.html
  o Linked to page in ELMS (Blackboard) on the "Libraries" tab
  o Linked to Office of Faculty Affairs page: www.faculty.umd.edu
• Appointed Libraries' Liaison Coordinator for two year term
• Created a communication plan
• Developed “Liaison System” page: http://www.lib.umd.edu/PUBSERV/Liaisons.html
• Created email reflectors for Subject Librarian Liaisons and Departmental Liaisons

Future Outcomes
• Increased awareness of library services for faculty through concentrated publicity efforts; e.g., articles in Faculty Voice, other campus and departmental newsletters, announcements via FYI Listserv and emails from library liaisons
• “Guidelines for Departmental Liaisons” will be shared with campus
• Recognition of departmental liaisons’ service: annual convocation, Dean of Libraries letter of acknowledgement
• Improved orientation of departmental liaisons: annual convocation, liaison guidelines
• Improved orientation and training of subject librarian liaisons: liaison guidelines, meetings to share “best practices”
• Team leaders and subject librarian liaisons are incorporating “Guidelines” into their work and performance review processes
• Leveling workloads for library liaisons and other library employees will be a priority under the Libraries’ workforce planning efforts
• Liaison system assessment plan will be developed and implemented

Questions for Discussion
• What advice does the ULC have on approaches to ensure that engaged and well-informed departmental liaisons are recruited? What are the best ways to share the “Guidelines for Departmental Liaisons” with campus? What role can the ULC have?
• How can the ULC support an annual convocation for liaisons and the ULC?
• What other suggestions do you have?