

JMU Libraries
Faculty Anticipated Activity Plan (FAAP)
for Librarians

Name	Erika Peterson
Job Title	Director of Media Resources
Division	Libraries & Educational Technologies/JMU Libraries
Performance Period	2013-14
Department	Media Resources
Draft Submission Date	
Final Submission Date	

All librarian faculty will complete a draft version of their goals and discuss them with their supervisor. Your self-evaluation and first draft of the FAAP make up the content of your annual performance evaluation. Your previous year's self-evaluation and a draft of your upcoming year FAAP are due (in electronic form) to your supervisor and to Susan Thomas (thoma2sm@jmu.edu) by July 26. The final version of the FAAP is due August 31. Faculty goals should reflect the mission of the University, L&ET, JMU Libraries and the library profession. Also FAAPs should be informed by the L&ET Strategic Plan and library department goals. Librarians FAAPs should list your upcoming goals in the following three areas: job performance, scholarly achievement and professional qualifications, and service.

In accordance with JMU Libraries Promotion and Tenure Guidelines, Section 2.5.1; by August 31, each faculty member shall submit a Faculty Anticipated Activity Plan (FAAP), a description of anticipated activities for the coming year to the AUH. The relative weights of the three performance areas of job performance, scholarly achievement and professional qualifications, and professional service for an individual faculty member shall be determined and the AUH prior to the start of the academic year. The agreement will be shared with the PAC at the third year review and at the time of tenure review. If no individual weights are negotiated standard weights will be:

60% Job Performance

20% Scholarly Achievement and Professional Qualifications

20% Professional Service

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Job Performance.

Consideration of job performance must include, but need not be limited to, the following; self-evaluation, evaluations by peers and/or AUHs. Job performance is understood as each faculty's members practice of librarianship which may include: collection development, reference services, course-related instruction, management, cataloging, web development, etc. as is appropriate for the individual faculty member. The components comprising each faculty member's job performance are delineated in his or her position description (JMU Libraries Promotion and Tenure Guidelines, Section 2.3.2.1).

Job Performance Goals:

Weight: 70%

As I have two major collaborative projects in the coming year, I believe that the relative time commitment of my job duties will be higher this year.

1. Working in conjunction with Elizabeth Haworth, develop and implement a collaboration plan for Media Resources and Carrier Public Services.
2. In accordance with the recently adopted Balanced Scorecard Initiative, and working with Andrea Adams, develop and implement a collaboration plan for Media Resources and CIT
3. Working with Jennifer Keach and others, develop and implement a promotion plan for Lynda.com
4. Increase circulation of Media Resources video collection by 10%, through effective promotion initiatives.
5. Oversee the continued work of the Laptop Task Force as they work to identify ways to improve mobile access in the Libraries.
6. Oversee the implementation of recommendations from the Equipment Circulation Task Force.

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Scholarly Achievement and Professional Qualifications.

Evaluation criteria in this area may differ according to job responsibilities. Criteria should include, but need not be limited to, publication of scholarly work, presentations at professional conferences, achievement through performance in the arts, engaging in recognized research, obtaining research grants, continuing professional development through formal coursework, publication of educational material and consulting activities (JMU Libraries and Promotion Tenure Guidelines, Section 2.3.2.2)

Scholarly Achievement & Professional Qualifications Goals:

Weight: 10%

1. Complete work on Streaming Video book
2. Continue work with Kelly Giles on our research collaboration about musicals, with the goal of having an article ready for publication by the end of the fiscal year.

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Professional Service.

Evaluation of activity in this area shall include committee service and leadership at James Madison University or in a professional or educational organizations, or service otherwise enhancing the profession, the Libraries, college, or university. (JMU Libraries and Promotion Tenure Guidelines, Section 2.3.2.3)

Professional Service Goals:

Weight: 20%

1. Continue as Cluster Representative on CDC.
2. Continue work on the Video Management Systems team.
3. Participate in the TLT Conference Planning Committee.
4. Continue work as member of QEP committee.
5. Continue as member of Intranet Governance Task Force.
6. Continue work as co-chair of VAAMPs, particularly working on the VIVA last copy video project.

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Signatures

The signatures below acknowledge that this FAAP has been approved.

Faculty Member

Title

Date

Supervisor

Title

Date

Associate Dean (AUH)

Date