Successfully Lobbying for an Implementing Increased Repository Staffing: The Iowa State University Experience

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Abstract
In 2014, the Iowa State University Library increased staffing for its institutional repository from one full-time librarian to include two professional positions and two paraprofessional positions. This poster describes how the library was able to successfully lobby for funding from the Office of the Senior Vice President and Provost for two of the new positions, as well as the roles each staff member plays in the fully-staffed digital repository unit.

Disciplines
Scholarly Communication

This poster is available at Iowa State University Digital Repository: http://lib.dr.iastate.edu/digirep_conf/9
Successfully Lobbying For and Implementing Increased Repository Staffing
The Iowa State University Experience

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After launching in 2012, the Iowa State University Digital Repository enjoyed a healthy uptake with faculty across campus. Implementing a mediated deposit workflow, the repository soon faced a large backlog in faculty submissions awaiting copyright clearance and deposit. In 2014, the Digital Repository added four staff positions: two professional staff (Library Associate II and Library Associate I) and two paraprofessional staff (two Library Assistant IIs). Two of these positions (Library Associate II and Library Assistant II) are funded by the Office of the Senior Vice President and Provost.

### Securing Additional Funding

The Citations, Publications and Related Indicators Subcommittee of the President’s Enhancing Institutional Excellence committee named increasing repository staff a key priority. This led to the funding of two new positions by the Office of the Senior Vice President and Provost, with the Library matching with an additional two positions. This initiative was aided by:

- Involving University Administration in the repository since launch
- Provide solutions for increased research visibility and impact and forthcoming public access mandates
- Connecting with campus-wide initiatives
- Identifying and grooming campus champions in key positions and with key appointments; and
- Demonstrating success and a continuing need for repository staffing

### Responsibilities and Workflows

Each member of the Digital Repository unit has responsibilities for permission checking and deposit. Each member is assigned a broad disciplinary area (which roughly corresponds with Iowa State’s colleges). This gives each member an opportunity to gain familiarity with:

- Granting agency public access policies
- Frequently published in journals
- Publisher self-archiving policies
- Faculty research areas

Added staffing required the documentation of policies, procedures, metadata profiles and correspondence templates. It has allowed us to be more proactive in our outreach, more aggressively target new user groups and opportunities, and exploring avenues for library-based publishing.

### Staffing and Responsibilities

#### 2014

Harrison W. Inefuku, *Digital Repository Coordinator (Librarian I)*
Planning, Outreach
Self-Archiving Areas: All

#### 2015

Harrison W. Inefuku, *Digital Repository Coordinator (Librarian I)*
Planning, Policy Development, Outreach, Library Publishing
Self-Archiving Areas: Library, Centers and Institutes, Administrative and Service Units

Hope Mitchell, *Library Associate II*
Workflow Management, Outreach
Self-Archiving Areas: Social Sciences and Humanities

Susan Knippel, *Library Associate I*
Outreach
Self-Archiving Areas: Physical Sciences and Engineering

Lorrie Smith, *Library Assistant II*
Submissions Triage
Self-Archiving Areas: Business, Design, and Human Sciences

Sue Rappenwolf, *Library Assistant II*
Self-Archiving Areas: Agriculture and Life Sciences