

LAUC-I ACADEMIC LIBRARIANSHIP COMMITTEE
QUESTIONNAIRE ON 2001 ANNUAL PLAN PILOT IMPLEMENTATION

- Please print and return to Bill Landis (ML 500) via campus mail by FRIDAY, 15 FEB. 2002.
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Note: The *Guidelines for Librarians' Annual Plans* are available for consultation on the LHR web site at: <<http://hr.lib.uci.edu/performanceevaluations/Libperformance.htm>>

Filling out this questionnaire is voluntary, but we encourage you to do so because your feedback will help us in completing a meaningful evaluation of the first year of librarians' annual plan implementation at the UCI Libraries.

This questionnaire is completely anonymous, but it would be helpful to the ALC to know which UCI Libraries division you work in:

Collections and Access | Research and Instructional Services | Technical Services

1. Who initiated the process of completing your annual plan?
2. Was your annual plan signed and on file in Library Human Resources (LHR) by July 30, 2001?

If not, when was your annual plan filed with LHR?
3. What was the length, in pages, of your annual plan (# of pages)?

Were you asked to shorten or lengthen your initial draft and, if so, why?
4. Were you asked to initial your annual plan or was your full signature required?
5. Did you receive from LHR your original annual plan with indications that it had been reviewed by, as appropriate for your position, your review initiator, secondary review initiator, department head, divisional AUL, and the AUL for Administrative Services?
6. Have you been asked by your review initiator to review your annual plan document since it was filed?

If yes, how frequently?

2001-01-02 DRAFT for review with LAUC-I EB

7. The *Guidelines for Librarians' Annual Plans*, which LAUC-I agreed would serve as a guide for this pilot implementation, characterizes annual plans as "forward-looking" and the "product of collaborative discussion ... resulting in consensus." In one word (please answer YES or NO only to this question), would you say your experience with your first annual plan could be so characterized?
8. Please take a moment to characterize your experience with the annual plan process for us. For example:
- Was it a helpful/useful exercise for you?
 - Did you feel that you had adequate input into the content of the final plan?
 - Was your review initiator supportive of your overall vision for issues for which you required support?
 - Other thoughts or experiences?

The ALC would like to review actual annual plans as part of the process of evaluating this pilot implementation. If you are willing to share you annual plan with us, and if your review initiator agrees, please send a copy to ALC chair Kay Collins (ML 108).