



LIBRARIES' GRANTS GUIDANCE

Texas State University Libraries

[Executive Summary](#)

This guide provides grants and funding guidance that may be used for funding applications for library faculty and staff. This information may be copied directly or modified as needed in applications for grants, foundation funding, corporate giving, sponsors, and sponsorships.

Table of Contents

| | |
|---|----|
| Introduction | 2 |
| General Texas State University Information | 4 |
| University (Specific) | 4 |
| Texas State University Libraries | 5 |
| The Libraries | 5 |
| The Libraries Mission Goals, Institutional Priorities, Assessment and Operations | 6 |
| The Libraries Print Collections, Digital Information Resources | 7 |
| University Archives | 7 |
| Libraries Key Partnerships and Organizational Affiliations: (Local State and National) | 8 |
| Internal and State Partners | 8 |
| Staff Professional Organizations and Leadership Connections | 8 |
| Texas State University Libraries: Teaching, Research Services and Infrastructure | 9 |
| Open Access Resources | 10 |
| Other Grant Evidence and Digital Library Achievements | 11 |
| Diversity, Equity, and Inclusivity | 12 |
| Civil Engagement and Democracy | 12 |

Texas State University Libraries Grant Guidance, 2022

(For Grants, Foundations, Corporate Sponsors, Donors etc.)

Introduction

This Texas State University Libraries Grant Guide provides statistics and information for staff beginning to compile information needed for grants, foundations, corporate sponsors, and donors. Staff may utilize this for help and pointers, copy and boilerplate for beginning writing grant related application material.

This guide contains various section headings with associated information and encompasses general information regarding the university, the libraries and specific information regarding library departments, divisions, and areas. Also, if there are areas that should be included or updated, please feel free to send forward comments and suggestions. This could either be statistical or qualitative updates on number or program details, new numbers or sections that should be added because of their utility for grants or other inclusion recommendations for this guide. Currently, this guide stops at around twelve pages of material. It is meant to be a good beginning and foundation for grant writing.

Sections in the guide include: the university, libraries, statistical qualitative and quantitative data regarding the type of institution, location, student numbers and brief facts. These also cover topics regarding the university libraries and more specific facts and statistics regarding library data.

The libraries mission, goals, institutional priorities, assessments, and operations are outlined, and brief facts given regarding print collections and digital information resources. Special Collections and Wittliff Collection, Alkek One are briefly overviewed as well as University archives, work with in-house digitization, digitization lab and previous work with University Archives and Wittliff Collections. If you need the most current information, the libraries annual report is also available from administration with detailed tables.

University Libraries key partnerships and organizational affiliations are outlined on local state and national levels. Focus is also on staff related participation in external organizations alongside the Libraries, Teaching and Research Services and these Infrastructures.

There are special sections and attention towards open access resources and libraries work and university libraries digitization technology Infrastructures for teaching and learning. There are also sections on the library's commitment to ARL pillars of Diversity, Equity, and Inclusivity with brief outlines of these commitments. Finally, this guide is not meant to be exhaustive but rather a good starting point to help you begin! Start planning and good luck with your grant.

General Texas State University Information

Texas State University (TSU), a public institution founded in 1899 as a teachers' college, now serves more than 38,000 students at its two geographically distributed campuses: the Round Rock campus, located just north of Austin; and the main campus in San Marcos, located midway between Austin and San Antonio. As the fourth-largest public university in Texas and thirtieth nationally, TSU is classified by the Carnegie Commission on Higher education as: Doctoral University—High Research Activity (R2)). The university possesses a research and development portfolio with expenditures for 2020 reaching \$70 million, with nearly a 70 percent increase over the past seven years.

University (Specific)

Texas State University possesses over 38,000 undergraduate and graduate students with more than 205 bachelor's, master's, and doctoral degree programs from biology to music to business to geography, physiotherapy, GIS, and software commercialization. Each student finds the personalized support and opportunities they need to succeed beyond the classroom.

TSU currently offers a wide range of highly regarded bachelor's, master's, and doctoral programs, including nationally recognized programs for forensic anthropology, applied geography, and musical theater. With a strong commitment to diversity, the university's student population is 53 percent minority and 58 percent female. TSU is a Hispanic Serving Institution (HSI) and ranks in the top three percent nationally in degrees awarded to Hispanic students. President Lyndon Johnson, a TSU alumnus, signed the 1965 Higher Education Act on the grounds of the TSU campus. The Act provided access and support for first-generation college students, and TSU continues strong support for this effort. Forty-six percent of the 2018–19 undergraduate students were the first in their families to attend college.

Texas State University Libraries

The Libraries

The Texas State University libraries are housed in three buildings and the main library, The Albert B. Alkek Library on the San Marcos campus occupies a seven-story, 313,000 square-foot building opened in 1990. With an average hourly door count of more than 1,300 patrons during peak mid-day time frames, the Alkek has on average 1.6 million visitors during regular academic years.

The second library is located at the Round Rock Campus and offers all the benefits and resources of the main campus.

In the fall of 2017, Texas State University opened the Archives and Research Center (ARC) four miles from the San Marco campus. The ARC houses and preserves decades of university and library resources, as well as special collections and Association of Research Libraries research materials while offering space for researchers and classes. In addition, the University Libraries acquire materials for the music library, which is housed and operated by the School of Music.

Baseline data on the library provided by the University Librarian indicate an annual operating budget of \$19.5 million, a collections budget of \$7.2 million and capital investments in library improvements and renovations totaling approximately \$50 million since 2016, annual giving to the libraries of \$825,000.

The physical collection includes 1.7 million titles and 2.6 million volumes, over 1.6 million electronic resources, and an FTE staff of 122, 61 professional and 61 nonexempt (excluding student assistants).

The Libraries Mission Goals, Institutional Priorities, Assessment and Operations

Mission

The libraries have a clearly articulated mission to advance the research and teaching mission of the university.

Strategic Plan

The libraries conducted a comprehensive strategic planning process, which culminated in the development of a strategic plan for 2017–2023. The strategic plan is central to developing the library priorities and is used as a guide for decision-making.

Assessment and Operations

The library uses several methods of assessment to better understand if their services and resources are effective. In addition to LibQUAL and metrics typically used within research libraries, Texas State University has invested in several new and ever-changing technology and leading-edge library-oriented position to focus on user needs.

Library operations are aligned with the mission and goals of the university and are conducted in a transparent and collaborative manner. This is a positive work environment among employees with a clear sense of purpose.

Libraries Administrative Structure

With respect to university administrative structure, the position of Associate Vice President and University Librarian currently reports to the Vice President for Information Technology and CIO so that the library can leverage a leading-edge position with regarding to educational, library and cutting-edge technology infrastructures. Cross-organizational engagement with library leadership and university academic affairs also occurs so that the library enterprise continues to be seen as a fundamental strategic asset to the university.

The Libraries Print Collections, Digital Information Resources

With significant campus investments, the libraries have acquired more than \$24.7 million in electronic and print resources in recent years. The libraries' holdings consist of more than 3.2 million volumes including over one million print monographs, nearly 1.2 million electronic books and journals, and 575 specialized databases.

Collections, Special Collections and The Wittliff Collections

The University and the libraries have also invested in its collections with an emphasis on special collections with major building expansions and staff to process and promote the collections. The most prominent are the Wittliff Collections, which include 500 collections of literature, photography, music, and film, and trace the cultural history and heritage of the southwest region. The collections occupy most of the Alkek Library's seventh floor and include exhibitions of its Southwestern Writers Collection, Southwestern & Mexican Photography Collection, and Texas Music Collection. The Wittliff hosted more than 930 visiting researchers in recent years with two endowments established in 2015 fund research travel grants.

University Archives

The University Archives provides researchers with information about the 120-year history of Texas State University and the Hays County region. Its materials reveal the legacy of the university and provide researchers with unique sources of information about Texas State and the surrounding community, including the most comprehensive collection of historical photographs related to the Hays County region of Texas.

In House Digitization and Digitization Lab

TSU's Libraries digitize and make many of these unique resources available online. Researchers downloaded nearly 3 million full-text documents available through their Digital Collections in recent years. The Digitization Lab and library staff work regularly with research faculty, graduate students, Wittliff and University Archives and outside partnerships to digitize collections, create digital multimedia libraries utilizing a spectrum of leading-edge technology.

University Libraries Key Partnerships and Organizational Affiliations: (Local State and National)

Internal and State Partners

Texas State libraries partner with the Universities Graduate College, the Office of Research and Sponsored Programs, and key faculty to offer support and services to meet the needs of campus researchers and to contribute to the greater academic research community. The libraries also have a leading role in facilitating academic research in the region as a member of the Texas Digital Library (TDL), a consortium of 22 higher education institutions in Texas that are committed to building capacity for preserving, managing, and providing access to unique digital collections. Library staff partnered to create the Texas Data Repository, an open-access Dataverse, based on the Harvard model, where researchers can store and manage their datasets and make them available for public access and reuse. TSU librarians have also served in leadership for TDL's Vireo Users Group, which guides the development of the Vireo electronic theses and dissertations submission management platform.

Regional and National Partners

Beyond the state of Texas, the libraries leverage their memberships on regional, national, and international levels with the Greater Western Library Alliance (GWLA), ORCID, and the Hathi Trust to improve sharing and access to digital resources for university researchers. As a congressionally designated federal depository library, the library also house and made available approximately 1.4 million federal and state documents, including a large collection of topographic maps, aerial photography, and infrared imagery.

Staff Professional Organizations and Leadership Connections

Texas State University Library staff and library faculty also participate and serve in professional organizations that support and develop academic research and help build competencies in current library services. Over the past three years, library professionals have been invited, appointed, or elected to more than 80 positions with the American Library Association, the Association of College & Research Libraries (ACRL), the Association for Library Collections & Technical Services, the Library Leadership Management Association, the Southern Association of Colleges and Schools Reaffirmation Committee, HathiTrust, Texas

Digital Library, Texas Library Association, GWLA, Digital Frontiers, Art Libraries Society of North America, ORCID, Society of Southwest Archivists, EDUCAUSE, Texas Institute of Letters, Vireo Users Group, Society of American Archivists, Reference & User Services Association, Geospatial Information & Technology Association, and the Institute of Libraries & Museum Services National Grant Review Board, International Federation of Library Associations, Campus Technology Grants Awards Committee.

Texas State University Libraries: Teaching, Research Services, and Infrastructure

TSU Libraries provide programs, services, and spaces that support innovative teaching and research. Over the past three years, the libraries have initiated several substantial projects to add infrastructure and technology to meet the needs of today's digital learners. These include a major infrastructure upgrade to increase power and data capacity supporting new flexible furnishings and collaborative work areas at the Alkek Library; a new Archives and Research Center with high-density shelving and other specialized, climate-controlled environments for preserving library resources; an extensive renovation of the Alkek Library with technology-rich studios, instructional, collaborative, and individual study spaces, a graduate commons and a cafe; the expansion of The Wittliff Collections; and the expansion of the Round Rock Campus Library to add space for collections and staff.

First-floor renovations feature a MakerSpace dedicated to additive, subtractive, and smart manufacturing; a DesignSpace to support 2D graphic design and 3D modeling work; a GIS and data center called GeoSpace; five studios for do-it-yourself audio and video recording and production called YouStar Studios; and an Immersion Studio, which feature virtual, augmented, and mixed reality technologies. The renovations also include a Print Shop and a walk-up desk for campus technology support.

The library possesses and teaches a curriculum designed to build digital competencies with in-demand and emerging technologies for both students and faculty and possesses a certification program for university members across all academic disciplines

Open Access Resources

The libraries have been a champion for the promotion of free and open access resources. Research and Acquisitions librarians provide leadership and guidance to the campus community in the use of open educational resources (OER).

A key library initiative that launched in Spring of 2021 is an Open Educational Resources Online Class created by the libraries that is integral to educating faculty with regards the potential for Open Educational Resources. The library tries as much as possible to accommodate faculty publishing in Open Access by negotiating transformative agreements with publishers.

Library personnel have also developed several scholarly communications programs and services with regards to new possibilities. A scholarly communications team informs the campus community about the transformation of scholarly communication through programs that foster a more sustainable publishing ecosystem. They have hosted experts like Heather Joseph, executive director of the Scholarly Publishing and Academic Resources Coalition, and Rick Anderson, associate dean for collections and scholarly communication at the University of Utah. Similarly, University Libraries and regional events for library professionals including a recent Greater Austin Area Information Literacy Symposium and an ACRL Intersections of Scholarly Communications and Information Literacy workshops

University Libraries Digitization Technology Infrastructures for Teaching and Learning.

The TSU libraries use and develop cutting-edge digitization technology to support research and access to unique resources. Projects range from online exhibitions to digital libraries and archives. Online exhibitions from the holdings of The Wittliff Collections include multimedia presentations that trace the history of the Southwest and synthesize a spectrum of technologies ranging from GIS mapping to digital video.

A recent project involved an initiative to digitize Texas oldest book, a 500-year-old volume of A Spanish Conquistador, Cabeza de Vaca and his book *La relacion* an account of his shipwreck, capture, and journey across Tejas over a multi-year period learning aboriginal languages and ultimately returning to Spain. The digitization project used world class standards and the International Image Interoperability Framework (IIIF) and Mirador Viewer. Advanced imaging

technologies for a multimedia exhibition enabled access to the manuscript and supporting resources to scholars on global levels.

Other Grant Evidence and Digital Library Achievements

In 2017, University Archives was awarded a grant from the Texas State Library and Archives Commission (TSLAC) that provided funding to develop an innovative process to efficiently digitize an estimated 1.5 million photographic negatives from the San Marcos Daily Record that dates to the 1930s. This digitization initiative represents the largest collection of historical photographic images of the Hays County region.

The digitization team recently presented a hands-on workshop at the Texas Conference on Digital Libraries entitled "Digital Libraries: An Introduction to Image Processing with Python and Jupyter Networks" and the university library digital scholarly research consisting is considered a best practice model on national and international levels.

The library's digital research ecosystem consisting of a suite of open-source customized software including digital collections and data repositories, open journal software, electronic thesis and dissertation software, identity management system and front-end interface software serves as a model for other academic research libraries. The ecosystem has been written about and presented on national and international levels.

The Wittliff Collections and the Austin Film Festival (AFF) have a successful partnership that involves digitization of the AFF's tremendous global archive collection of directors, screenwriters, and film where content has been digitized, added to Wittliff Collections' holdings, and processed, preserved, and made accessible online to TSU and broader research communities throughout the world.

Diversity, Equity, and Inclusivity

Texas State University is an institution committed to equity, diversity, and inclusiveness. The libraries support this commitment in several ways. The current library staff has a 25 percent minority representation. The libraries develop programming that supports diversity and inclusiveness and have regularly applied for and received grants through the university to support displays and programs that highlight underserved groups, including Latinos, women of color, LGBT communities, and others.

The libraries participate in the HathiTrust Print Disabilities Program, which makes copyrighted materials available to individuals with a visual disability. The Wittliff Collections partners for a large variety of free events featuring writers and artists that often represent minority groups, including Sandra Cisneros, Naomi Nye, and John Rechy.

Civil Engagement and Democracy

The libraries are also committed to the service of various stakeholder communities and open access. The libraries' senior administration recognize that libraries play an important societal role and continually seek to reflect library values and meet community and needs for a better democratic society.

Library personnel have created forums for civil discourse, task forces which hosted speaker series to promote the library as the neutral zone and created an ongoing safe place for discussion on a mix of complex ongoing societal issues.

Recent topics regarding civil engagement and social justice have included Fake News, Civil Political Discourse, and Hate Crime and Hate Speech and Banned Books. The library holds an annual banned books day supporting the right to circulation of information and freedom of the press. During the past election period, library employees also facilitated voter registrations for library patrons.