



Albin O. Kuhn Library & Gallery

Director, Albin O. Kuhn Library & Gallery University of Maryland, Baltimore County

The University of Maryland, Baltimore County (UMBC) seeks nominations and applications for a visionary leader to serve as Director of the Albin O. Kuhn Library & Gallery.

UMBC has been ranked first among national universities by *U.S. News & World Report* in the “Up-and-Coming Schools” category for six consecutive years. UMBC is a vibrant public doctoral research university and a member of the University System of Maryland. UMBC serves more than 11,000 undergraduates and close to 3,000 graduate students. Located just outside Baltimore and 45 minutes from Washington, DC, the campus is growing rapidly under dynamic leadership. For more information on UMBC see <http://www.umbc.edu>.

The University’s ongoing commitment to enhancing its national research profile has included significant investment in the Library in recent decades. (see www.umbc.edu/library) Holding more than one million volumes, the Library enjoys strong partnerships with fellow members of the University System of Maryland and Affiliated Institutions (USMAI) Consortium and the Maryland Digital Library (MDL).

THE UNIVERSITY

Creation of the University of Maryland, Baltimore County began in 1963. In a matter of months, UMBC began to take shape with ground breakings and hirings. Albin O. Kuhn, for whom the Library was named, first served as vice president of the so-called “Baltimore Campuses” and in 1967 was named UMBC Chancellor. John Haskell, Jr. was hired in 1965 as the first full-time UMBC employee and its first librarian.



The University of Maryland, Baltimore County welcomed its first class of 750 students in September of 1966. In 1967, the campus enrollment nearly doubled to 1,400 students. Today UMBC is a nationally known success story and continues to enjoy remarkable momentum as plans for celebrating its 50th Anniversary in 2016 move forward.

UMBC integrates teaching, research, and service to benefit the citizens of Maryland. As an Honors University, the campus offers academically talented students a strong undergraduate liberal arts foundation that prepares them for graduate and professional study, entry into the workforce, and community service and leadership. At the graduate level, UMBC emphasizes science, engineering, information technology, human services, and public policy. UMBC is dedicated to cultural and ethnic diversity, social responsibility, and lifelong learning.

Leadership



Freeman A. Hrabowski, III, has served as President of UMBC since 1992. His research and publications focus on science and math education, with special emphasis on minority participation and performance. In 2008, he was named one of *America's Best Leaders* by *U.S. News & World Report*. *TIME* magazine named him one of *America's 10 Best College Presidents* in 2009, and one of the *100 Most Influential People in the World* in 2012. In 2011, he received both the *TIAA-CREF Theodore M. Hesburgh Award for Leadership Excellence* and the *Carnegie Corporation of New York's Academic Leadership Award*, recognized by many as the nation's highest awards among higher education leaders. Also in 2011, he was named one of seven *Top American Leaders* by *The Washington Post* and the Harvard Kennedy School's Center for Public Leadership. In 2012, he received the *Heinz Award* for his contributions to improving the "Human Condition" and was among the inaugural inductees into the *U.S. News & World Report STEM Solutions Leadership Hall of Fame*.

Strategic Plan

Our UMBC: A Strategic Plan for Advancing Excellence is under development with implementation to begin during the University's 50th anniversary year in 2016. A 20-member steering committee, co-chaired by the Provost and the Chair of the Academic Planning and Budget Committee of the Faculty Senate, has provided ample opportunity for campus discussion and reflection.

Campaign

The *Exceptional by Example* Campaign ran from July 1, 2002 through June 30, 2011, with a public launch in 2006—UMBC's 40th Anniversary year—and a goal of raising \$100 million. The campaign surpassed its goal, closing at \$115 million. More than \$65 million went to programs that support student scholarship and success, and \$46 million was allocated to support research and creativity. The previous campaign (1995-2002) had a goal of \$50 million and raised \$66 million. UMBC has approximately 70,000 active alumni.

Faculty and Staff

The University employs 520 full-time faculty including 155 professors, 153 associate professors, 106 assistant professors, 12 instructors, and 94 lecturers. An additional 265 part-time instructional faculty provide dedicated service to UMBC students. In addition to their commitment to providing high-quality classroom instruction, the faculty at UMBC are active researchers and scholars with \$74 million awarded for research, training contracts and grants. For annual reports from the Office of Sponsored Research visit research.umbc.edu/osp-annual-reports.

The executive, professional non-faculty, skilled craft, technical paraprofessional, support and maintenance staff is comprised of 1,229 full-time and 60 part-time members.

Academics

UMBC offers [54 majors and 32 minors](#), as well as 23 certificate programs, spanning the arts, engineering and information technology, humanities, sciences, pre-professional studies, and social sciences.

UMBC's [Graduate School](#) offers 40 Master's degree programs, 24 doctoral degree programs and 23 graduate certificate programs. Programs are offered in education, engineering, emergency health services, imaging and digital arts, information technology, aging services, life sciences, psychology, public policy, and a host of other fields.

Students

UMBC students are hard-working, motivated and successful. The University is home to 11,379 undergraduate and 2,600 graduate students. Minority enrollment is 42 percent. The 2014 freshman class included 1,629 students with an average GPA of 3.78 and 1214 (2-part) and 1801 (3-part) SAT Score. First year retention numbers for students entering in Fall 2013 stood at 89.1 percent and the six year graduation rate is 60 percent. Students come from 46 states and 109 countries. International student enrollment is 1,055.



More than 400 student-athletes compete in 19 NCAA Division I sports. The UMBC Retrievers participate in the America East Conference. Facilities include a 4,000-seat stadium with a track and field complex, the 3,500-seat Retriever Activities Center (RAC) Arena, an indoor and outdoor aquatics complex, tennis courts, a soccer stadium, baseball and softball fields, and practice fields.

Finances

The University has an operating budget of \$405 million. Approximately 26 percent of UMBC's budget comes from the state.

Campus Location

UMBC's 500-acre campus is located in suburban Baltimore County, on the I-95 corridor between Washington, D.C., and Baltimore. The campus is surrounded by one of the greatest concentrations of commercial, cultural and scientific activity in the nation. The location is a strength that gives UMBC a high profile in the metropolitan area and attracts new entrepreneurial partnerships.

RESEARCH PARK & TECH CENTER

techcenter@UMBC provides a robust platform and services for the growth of successful mid-market and high-growth companies. The Center promotes collaboration and technology transfer between UMBC students and faculty and the growth of student and faculty-led companies. Many companies will develop relationships with UMBC and some will take residence within the UMBC Research and Technology Park (bwtech@UMBC).

bwtech@UMBC brings research, entrepreneurship, business leads, prospective clients, and economic development in the Maryland region to one singular place—a place full of like-minded businesses on the forefront of innovation. The bwtech@UMBC community is a center of innovation for businesses in all different stages of development. The 71-acre community is located minutes from BWI Thurgood Marshall Airport and adjacent to UMBC. (www.bwtechumbc.com)



bwtech@UMBC North is a five building, 41-acre University-affiliated business park with over 350,000 square feet of Class A office and laboratory space designed for technology companies and research institutions. Over 55 organizations call the Park home, including the U.S. Geological Survey, NASA/Joint Center for Earth Systems Technology, Allegis, and RMF Engineering. bwtech@UMBC's unique public-private partnership offers tenants access to world-class UMBC faculty, students, technology, programs and facilities. The Cyber Incubator, as well as the Northrop Grumman Cync Program, is located within bwtech@UMBC North campus. Both the Cyber Incubator and the Cync Program were created to deliver business and technical support to early stage companies providing cybersecurity-related products and services.

The bwtech@UMBC South is a nationally-recognized life science and technology business incubation and accelerator program that is home to over 35 early-stage bioscience and technology companies. Clients enjoy 165,000 square feet of affordable office and wet lab space, flexible lease arrangements, as well as access to resources and networking opportunities to help their businesses succeed. An experienced entrepreneurial services staff provides resident companies with general business support services and access to an active network of mentors and investors. The program is unique in its affiliation with UMBC and provides for potential collaborative relationships with UMBC faculty and graduate students, and access to shared scientific equipment and other university resources. Since its inception in 1989, the bwtech@UMBC Life Sciences Incubator has graduated over 50 companies, including Celsis/InVitro Technologies, Next Breath LLC, AVIcode Inc., and Direct Dimensions.

THE UNIVERSITY SYSTEM OF MARYLAND

Formed in 1988, The University System of Maryland consists of the campuses and research and service units formerly governed by the Board of Regents of the University of Maryland and the six state universities and colleges formerly under the aegis of the Board of Trustees of the State Universities and Colleges. The new System is governed by the Board of Regents of the University System of Maryland.



The system includes eleven degree-granting campuses:

- University of Maryland, Baltimore (UMB)
- University of Maryland, Baltimore County (UMBC)
- University of Maryland, College Park (UMCP)
- University of Maryland Eastern Shore (UMES)
- University of Maryland University College (UMUC)
- Bowie State University
- Coppin State University
- Frostburg State University
- Salisbury University
- Towson University, and
- The University of Baltimore

In addition, there are large research and public service components of the University System of Maryland, including the University of Maryland Center for Environmental Science.

Maryland has charged the System with ensuring distinctive and complementary missions for all campuses and with promoting academic excellence and economic development.

The Chancellor serves as Chief of Staff of the Board of Regents and as Chief Executive Officer of the University System of Maryland. The University System's Headquarters directs and coordinates the eleven-campus system and the research and public service component. The administration of each campus is the responsibility of a President who reports to the Chancellor.

For additional information on the University System of Maryland (USM) visit www.usmd.edu/about_usm.

THE LIBRARY & GALLERY

The Library, dedicated in 1982 in honor of Albin Owings Kuhn, founding Chancellor of UMBC, supports the University's commitment to innovative teaching and relevant research.

The Mission

The Albin O. Kuhn Library & Gallery strives to fulfill the information needs of a research university with distinctive undergraduate and graduate experiences to foster student success. The Library offers the highest quality resources and services for UMBC's growing and evolving teaching, learning, research, and service environment.

Library Facts

Attendance:

- Seating capacity: 1,146
- 530,000+ attendance per year, average

Library Collections:

- 1,000,000+ books & bound journals (max. capacity bound volumes = 1.1M to 1.2M)
- 33,000+ current subscriptions
- 2.1 million photographs
- 30,000+ sound recordings
- 14,000+ video recordings
- 800,000+ microform pieces
- 1,200+ linear feet of manuscripts/archives
- 180,000+ government documents
 - Federal Depository since 1972
 - Maryland State Depository since 1984
- Access to over 140,000 ebooks, some of which are shared by the consortium and available to all USMAI libraries



Library Hours:

- 94 service hours per week, Fall & Spring semesters
- 80 hours per week, Summer sessions
- 76 hours per week, January session and interim periods
- The Library atrium and the [Retriever Learning Center](#) (RLC) are always open.

Library & Gallery Faculty and Staff:

- 24 FTE (Full Time Equivalent) faculty and associate staff
- 34.5 FTE non-exempt staff
- 1 FTE contingent staff (contractual - not permanent)
- 100 student assistants



- **Library & Gallery Building:**
- West wing ("Phase I") constructed in 1968
- East wing ("Phase II") constructed in 1975
- Tower ("Phase III") and refurbishing completed in 1995 at a total cost of \$23 million
- Tower ("Phase III") architects were Shepley, Bulfinch, Richardson & Abbott (Boston) and Cho, Wilks, Benn (Baltimore)
- Total Net Assignable Square Feet of Phases I & II = 90,000
- Total Net Assignable Square Feet of Phase III = 90,000; Gross Square Feet = 131,000



Library Faculty Rank

The mission of the Library entails close relations between librarians and the academic programs of the University; the librarians thus constitute a distinctive group within the University and are allied with the faculty in accomplishing instruction and research objectives. In order to better realize these evolving objectives, librarians are expected to continue study and research in their field and to advance themselves professionally. This perception of librarianship at UMBC is intended to promote continued professional accomplishment, to encourage and reward higher standards of performance, and, ultimately, to benefit the University.

Library faculty are employed within the context of two systems: (a) a system of functional position categories and (b) a system of faculty ranks. Each library faculty member holds a position based on job responsibilities (both technical and administrative). Initial assignment to a specific position and any subsequent reassignments are made administratively by the Director of the Library or designee in accordance with applicable USM and UMBC policies.

In addition to a position assignment, each library faculty member holds a title denoting faculty rank, which is independent of the position and which reflects the level of professional achievement of the individual. For additional information visit <http://provost.umbc.edu/files/2015/05/section6.pdf>.

The Gallery

The Library Gallery serves as one of the principal exhibition spaces in the region. Items from the Special Collections, as well as art and artifacts from all over the world, are displayed in challenging and informative exhibitions for the University community and the public. Moreover, traveling exhibitions are presented, and occasionally exhibitions originated in the gallery are travelled throughout the state and nation. aok.lib.umbc.edu/gallery



Library Departments

The departments comprising the Library include:

Accounting & Receiving

The Accounting & Receiving unit manages the expending of the Library budgets, ensuring that all expenditures are valid and authorized. Purchasing, receiving materials, and invoice reconciliation are major responsibilities of the unit. aok.lib.umbc.edu/accounting

Circulation Department

The Circulation Department ensures accessibility to the circulating collections through ongoing stacks maintenance, efficient circulation policies and procedures, prompt processing of inter-consortial materials, and oversight of basic building security. The Circulation Department is also responsible for the circulation and processing of course reserves materials, both print and electronic. The department operates the primary public service desk and is staffed all hours the library is open. aok.lib.umbc.edu/circulation

Collection Management

Collection Management coordinates the addition of materials to the on-site and electronic collections of the UMBC Library, ensuring the best possible support for research and study by UMBC faculty, students, and staff. aok.lib.umbc.edu/collmanagement

Interlibrary Loan

The Interlibrary Loan Service (ILL) allows patrons to request materials needed for their research that are not owned by UMBC. In addition, ILL lends to institutions that request materials. A document delivery service for UMBC-owned materials is provided for UMBC constituents both on and off-campus. umbc.illiad.oclc.org/illiad

Library Information Technology Services

The Library Information Technology Services (LITS) department's primary role is to provide technology support to all departments in the library. This takes the form of direct IT support of hardware and software, advisement on development and purchases, and providing programming support on projects. Additionally, LITS supports audio/visual events and infrastructure in the library and gallery. aok.lib.umbc.edu/lits

Library Technical Services Department

The Library Technical Services Department is responsible for ordering, receiving, and cataloging print and non-print materials for the Library as well as maintaining UMBC holdings in the consortium's Integrated Library System. Working with other Library departments, Technical Services is involved in a variety of projects by providing non-MARC descriptive metadata and working on the development of a consortial Institutional Repository. Two of the main units within the Technical Services Department are Bibliographic Metadata & Services, and Acquisitions.

aok.lib.umbc.edu/bms and aok.lib.umbc.edu/acquisitions

Media Department

The Media Department offers many services including access to a large circulating collection of DVDs, CDs, LPs, and streaming media materials. This department also runs the Digital Media Lab, the Equipment Loan Program, and has a media course reserves program. The Media Department has a public service desk that is open most of the hours the building is open. aok.lib.umbc.edu/media

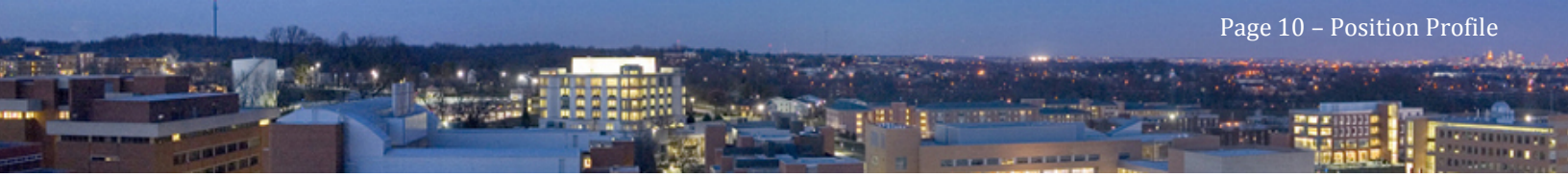
Reference

The Reference Department's primary mission is providing reference service and instruction, both proactively and on demand, to UMBC students, faculty and staff. Reference and information services are provided at the reference desk during most hours the library is open. Reference librarians and reference department staff are available to answer questions on any subject.

aok.lib.umbc.edu/reference

Serials Department

The Serials Department is responsible for all aspects of print and electronic serials, with the exception of cataloging. The department manages ordering, receiving, check-in, binding, invoice processing, shelving, shifting and electronic resource management. The Serials Department has a public service desk that is open the same hours the Reference Desk is open. aok2.lib.umbc.edu/serials



Special Collections

The Special Collections Department collects, houses, preserves, and makes accessible materials that are original, rare, unique, fragile, historical, and archival. The diverse collections range from photographs to rare books, from manuscripts to archives, and from art to artifacts. The largest collection is photography with holdings of 2.1 million images as well as photographic equipment, serials, and books. The Photography Collections attract scholars nationally and internationally. In recent years, loans from the collections have been made to institutions such as The Metropolitan Museum of Art, the Whitney Museum, the Georgia O'Keeffe Museum, La Maison Europeenne de la Photographie, the Tokyo Metropolitan Museum of Photography, and the Reginald F. Lewis Museum. aok.lib.umbc.edu/specoll

For additional information on the organization structure visit [Library Organization Chart](#).

Library & Gallery Budget

The Library and Gallery budget including operating, personnel and materials is \$8,097,480.



CHALLENGES AND OPPORTUNITIES

The University of Maryland, Baltimore County is a community of engaged learners. To best support student learning and ever-increasing research activities, the Albin O. Kuhn Library & Gallery will face both challenges and opportunities over the near-term as it seeks to better serve students, faculty, and the wider community.

Providing a vision for Albin O. Kuhn Library & Gallery. UMBC will celebrate its 50th anniversary in 2016. The University has progressed farther and faster than many could have imagined. There is a culture of growth and entrepreneurship throughout the University. The new Director will have the opportunity to lead and develop a vision for the Library that spans the disciplines of the University, builds on existing strengths, and anticipates change. The Director will foster innovation and take considered risks while ensuring outstanding customer service.

Supporting the needs and goals of the academic enterprise: The Library is a critical partner and resource for UMBC faculty, who are deeply committed to both their scholarly and pedagogical work. The Library Director must be responsive to the needs of faculty and students and simultaneously mindful of the Library's finite resources and competing priorities.

Evaluating and enhancing technology. With advances in technology, the Director will provide an overarching vision and commitment to create the library of the future. Assessing equipment, processes, software, and systems will be vital as the Library evolves to meet the current and future needs of UMBC.

Representing the campus at the system-level and promoting collaborations and shared resources. The Director will be an active participant at the system level in discussions related to academic libraries. The Director will share ideas and promote the use of shared resources among the 16 member libraries of the University System of Maryland and Affiliated Institutions Consortium (www.usmai.org) and explore cost-effective and creative approaches to acquiring, managing, and sharing information and knowledge resources. The Director will also be an active advocate and provide representation in the Maryland Digital Library (www.md-diglib.org).

Evaluating space. With growing collections and increasing demands for collective study space and collaborative work areas, the Library is challenged for space. The Library does not currently have off-site space to house collections. The Director will continuously monitor and analyze how the space can best meet changing user needs as well as explore cost-effective options to house collections.

Advocacy and enhancing revenue. To support the Library initiatives, the Director will be a strong advocate for the Library & Gallery within UMBC, within the System, and as the lead fundraiser. The Director will develop a distinct and compelling case for gifts and other forms of support for the Library, including grant funding. The Director must be active throughout the campus and form relationships across disciplines, ensuring that the Library is visible and valued throughout the campus community.

Supporting diversity and inclusion. UMBC is one of the most diverse campuses in the nation and values the richness that diversity brings to campus life. The Library must reflect in all facets of its operations the University's deep commitment to ensuring a welcoming, safe, and inclusive learning community for all.

THE POSITION

Reporting to the Vice Provost for Academic Affairs, the Director will provide visionary leadership to enhance research, teaching, and scholarship within the UMBC community. The Director is responsible for all matters relating to the administration of the Library & Gallery, including supervising library faculty, staff, and student assistants, evaluating faculty and staff, developing cutting-edge library services, directing assessment programs, administering the library & gallery budgets, assuring excellent service to faculty, staff, students and the greater university community, leading the library's fund raising and development activities, maintaining strong collaborative relationships with UMBC Division of Information Technology, and representing the library inside UMBC and to external communities.

To fulfill these responsibilities, the Director of the Albin O. Kuhn Library & Gallery should have the following:

- Demonstrated knowledge of library and information technology developments and practices, and the ability to leverage technology effectively to provide well developed library services.
- Demonstrated ability to manage a complex organization and work collaboratively with students, library faculty, and staff in the library, as well as key stakeholders outside the library.
- Strong personnel management experience working with library faculty, staff, and student assistants and a commitment to promoting staff development.
- Strong leadership skills to lead the Library & Gallery and the Library Executive Council.
- Demonstrated operations and planning skills.
- Demonstrated exceptional communication skills.
- Demonstrated knowledge of the changes impacting scholarship, scholarly communication, and the dissemination and preservation of knowledge.
- Ability to work with internal offices, external agencies, organizations, and individuals for fund raising and development opportunities.
- Demonstrated detailed budgeting knowledge for large scale complex budgets.
- Ability to establish procedures for efficient library operations that meet university requirements.
- Ability to promote the library as a cultural and intellectual center, including hosting and planning events.

Qualifications:

- ALA-accredited MLS or equivalent degree in the Library and Information Science field required, Ph.D. preferred.
- At least five years of progressive management experience in an academic library, preferably at a research university with a high to very high research Carnegie classification.
- Demonstrated knowledge of 21st century library issues and information technology issues relating to the academic library environment.
- Demonstrated leadership in advancing library services and resources for teaching, learning, and scholarship.



Applications:

Review of candidates will begin immediately and continue until the position is filled. Confidential inquiries, nominations, referrals, and résumés with cover letters should be directed to:

Steve Leo, Vice President
Sue May, Principal
Vicki Henderson, Senior Associate
Storbeck/Pimentel & Associates, LP
UMBCLibrary@storbeckpimentel.com
610-572-4296

UMBC is an Equal Opportunity/Affirmative Action Employer

UMBC is especially proud of the diversity of its student body and we seek to attract an equally diverse applicant pool for this position. We have a strong commitment to increasing faculty diversity.