2016-2017 Instructional Program Review Annual Update

1. Discipline/Area Name: Library	For: **2018-2019**
2. Name of person leading this review: Van Rider	
• Names of all participants in this review:	
• Status Quo option: Year 1: Comprehensive review ☐ Year 2: Annual update or status quo option ☐ Year 3: Annual update ☒ Year 4: Annual update or status quo option ☐	In years two and four of the review cycle, programs may determine that the program review conducted in the previous year will guide program and district planning for another year. ☐ Check here to indicate that the program review report written last year accurately reflects program planning for the current academic year. (Only programs with no updates or changes may exercise the status quo option. All others will respond to questions 6 – 13.)

Number of Full-time Faculty   **Number of Part-time Faculty**

Data/Outcome Analysis and Use

5.   Please review the <u>subject level data</u> and comment on trends (more data will be available the Program Review <u>web page</u>):

Indicator	2012-2013	2013-2014	2014-2015	2015-2016	Recent trends?	Comment
Enrollment #	299	339	259	203	Choose an item.	
# of Sections offered	13	16	12	11	Choose an item.	
# of Online Sections offered	5	6	4	4	Choose an item.	

# of Face-to-Face Sections offered	7	7	6	5	Choose an item.	
# of Sections offered in Lancaster	12	14	11	9	Choose an item.	
# of Sections in other locations	0	1	1	0	Choose an item.	
# of Certificates awarded	N/A	N/A	N/A	N/A	Choose an item.	
# of Degrees awarded	N/A	N/A	N/A	N/A	Choose an item.	
Subject Success Rates	68.6	62.8	65.3	69	Choose an item.	
Subject Retention Rates	82.9	78.8	83	82.9	Choose an item.	
Full-time Load (Full-Time FTEF)	.66	.70	.535	.7	Choose an item.	
Part-time Load (Part-time FTEF)	.27	.27.	.2	.13	Choose an item.	
PT/FT FTEF Ratio					Choose an item.	

#	Indicator	Comments and Trend Analysis
7.	If applicable, report program/area data showing the quantity of services provided over the past four years (e.g. # of workshops or events offered, ed.plans developed, students served)	The AVC Library continues to play an important role in supporting student success and learning. Both faculty and staff provided access to resources, instruction, and support services to the 228,064 visitors during the 2015-2016 AY. Library faculty taught over 200 students in the 11 sections taught in addition to the nearly 1460 students present in Research Methods Workshops. On average the library staff served the 5702 students per week in providing support services at the circulation and reserve desk, the open computer lab, and through Interlibrary Loan. Additionally, the staff managed the circulation of 35,616 items (which included Reserve Textbooks, regular circulating materials, and study rooms). Due to increased library financial institutional support and generous funding from Prop 20, Student Equity, Perkins, and one time funding for materials to support the newly created BS Airframe Manufacturing Technology totaling slightly over $356,000 the library increased its print collection by nearly 2500 books, and created the Library Commons, a collaborative student space. Also noteworthy is the ongoing contribution that the library faculty and staff

		offer the institution outside the offices, classrooms, and public spaces of the library. They served the college community at large through participation and leadership on shared governance, hiring, tenure, accreditation, classification, budget, and planning committees.
8.	Student success and retention rates by equity groups within discipline	According to recent data for Fall 2015 and Spring 2016, provided by IERP via Tableau, the Library Science discipline continues to meet or exceed the Institutional Standard of 69% for student success and retention for the following racial or ethnic groups: Asian, Hispanic, Pacific Islander, & White Non-Hispanic. However, for students that identified as Black, the percentages for success rates dropped to 52.5%, while retention remained higher at 84.9% in Fall of 2015 (Data for Spring 2016 was not available). This data allows the library faculty an opportunity to work more closely in identifying potential problems or challenges and implementing appropriate strategies in closing the success gap.
9.	Career Technical Education (CTE) programs: Review the labor market data on the California Employment Development Department website for jobs related to your discipline.	N/A at this time as the library does not have a CTE program or certificate at AVC.

10. Cite examples of using action plans (for SLOs, PLOs, OOs, ILOs) as the basis for resource requests and how the allocation of those resources or other changes resulted in improved outcomes over the past four years.

SLO/PLO/OO/ILO	Action Plan	Current Status	Impact of Action
Improved student success rates in Library Science for credit courses (101, 107, & 110)	Continuation of current action plan to meet or exceed target success goal.	**Ongoing**	Historically, the success and retention for students in LIB 101 have exceeded the target of 70% set by the library faculty. In the 2015-2016 AY student success rate was an average of 90%. However a closer review of LIB 107 and 110 show lower success rates of 70% and 48%. These

			results may be attributed to course modality (online as compared to in-class instruction, student college readiness, computer and information literacy skill levels, and access to technology and the Internet.
Improved collaboration and communication amongst library personnel for the goal of improving library services and spaces for students	• Strategic use of library funding in improving the existing print collection, creating a circulating DVD collection, and planning for new Palmdale site (Fall 2017) • Planning, design, and physical construction/transformation of L214 into the Library Commons	Ongoing	The print book collection continues to improve as efforts have been made to update the levels of currency, the age of the collection, and meet the curriculum needs of the institution. The Library Commons has been open since Spring 2016 and served 4852 during its inaugural semester.
		Choose an item.	
		Choose an item.	

11. Review the goals identified in your most recent comprehensive self-study report and any subsequent annual reports. Briefly discuss your progress in achieving those goals.

Goals/Objectives	Current Status	Impact of Action (describe any relevant measures/data used to evaluate the impact)
Improved collaboration and communication amongst library personnel for the goal of improving library services and spaces for students	Ongoing	As previously mentioned the print book collection grew by nearly 2500 titles. Future and continual support and efforts will increase the rate of growth. The Library Commons continues to see consistent use since its opening in Spring 2016. Increased outreach/marketing of its existence will serve to increase its general awareness, use, and value to students. Additionally, the addition of new furniture in the library's lobby and reference area has improved the library "feel" and provided more comfortable spaces contrasting

		the traditional chair and table setting.
	Choose an item.	
	Choose an item.	
Briefly discuss your progress in achieving those goals: The Library faculty and staff continue to work towards greater collaboration and communication in determining the needed improvements to current services and the physical space within the library.		
Please describe how resources provided in support of previous program review contributed to program improvements: Consistent institutional financial commitment will ensure the steady improvements to the existing print collection. While electronic resources are critical to supporting student learning and research, print resources are equally crucial in the development of an academic library. Furthermore, increased budget support for library updating and newer furniture, such as chairs, couches, and study carrels, would contribute greatly to the library's improvements.		

12. Based on data analysis, outcomes, program indicators, assessment and summaries, list discipline/area goals and objectives to advancing district Strategic Goals, improving outcome findings and/or increasing the completion rate of courses, certificates, degrees and transfer requirements in 2018-2019. Discipline/area goals must be guided by **district Strategic Goals** in the Educational Master Plan (EMP), p.90. They **must be supported by an outcome or other reason (e.g., health and safety, data analysis, national or professional standards, a requirement or guideline from legislation or an outside agency).**

Goal #	Discipline/area goal and objectives	Relationship to Strategic Goals* in Educational Master Plan (EMP) and/or Outcomes	Action plan(s) or steps needed to achieve the goal**	Resources needed (Y/N)?
1	Library – "optimization of library resources, services and spaces for increased student success and learning"	1. Commitment to strengthen Institutional Effectiveness measures and Choose an item. *2. Increase efficient and effective use of all resources: Technology, Facilities, Human Resources, Business Services *4. Advance more students to college-level coursework.	• Evaluate current condition of library collections (development, age of collection, and acquisitions needs) • Assess existing library signage • Review computer and electronic resources current status • Determine needs and deficiencies for each area • Establish priorities for budget	Choose an item.

			allocations	
2	Increase faculty, curriculum, and institutional knowledge, understanding, and application of Information Literacy (Information Competency) standards	*4. Advance more students to college-level coursework. *3. Focus on utilizing proven instructional strategies that will fostertransferable intellectual skills Choose an item. Choose an item.	• Increase awareness and offering of subject specific Research Workshops that cover information literacy topics. • Improve success rates in for credit Library Science courses • Develop and/or update online library tutorials • Improve and/or replace library directional and informational signage in the library • Increase outreach activities and library marketing to the campus community and specific groups	Choose an item.
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**Action plan verbs: expand, reduce, maintain, eliminate, outsource, reorganize, re-engineer, study further, etc.*

13. Identify significant resource needs that should be addressed currently or in near term. For each request type identify which **discipline/program goal(s) from #12 guide this need**.

Indicate which Goal(s) guide this need	Type of Request (Personnel[1], Technology[2], Physical[3], Professional development[4], Other[5])	New or Repeat Request?	Briefly describe your request here	Amount, $	One-time or Recurring Cost, $?	Contact's name
Goal 1 – Library	Technology	Repeat	Replacement of staff, student (reference) computers	$12,000	One-time	
Goal 1 – Library	Technology	Repeat	Proxy Server		One-time	
Goals 1 - Library	Professional Development	Repeat	Professional development for library faculty and staff	$10,000	Recurring	
Goal 1 – Library	Other	Repeat	Continual improvement and maintenance of print and electronic resources and subscriptions	$200,000	Recurring	
Goal 1 – Library	Technology	Repeat	Sirsi/DynixHorizon (Software and annual subscription. maintenance/service contract)		Recurring	
Goal 1 & 2- Library	Physical	New	Improved and uniform informational and directional library signage	$	One-time	
	Choose an item.	Choose an item.			Choose an item.	

[1]List needed human resources in priority order. For faculty and staffing request attach Faculty Position Request form.

[2]List needed technology resources in priority order.

[3]In priority order, list facilities/physical resources (remodels, renovations, or new) needed for safer and appropriate student learning and/or work environment.

[4]List needed professional development resources in priority order. This request will be reviewed by the professional development committee.

[5]List any other needed resources in priority order.