

IMPERIAL VALLEY COLLEGE
PROGRAM REVIEW COMPLIANCE FORM AND REQUEST FOR RESOURCES

PROGRAM/DEPARTMENT Library

ACADEMIC YR. 2011-2012

Comprehensive Program Review Annual Assessment Request for Resources (check all that apply)

Please analyze your Program Review data as well as your SLO/SAO assessment findings in order to update to your Comprehensive Program Review report as needed. All changes to area needs and subsequent requests for additional resources must be reported at this time.

If your program is scheduled for a Comprehensive Program Review all forms are to be completed and submitted to the appropriate Dean/VP. If you are completing the annual Program Review Assessment only and have no changes to area needs, sign below and submit this form to appropriate Dean/VP. If your needs have changed as a result of your annual assessment of program review data, please complete the appropriate Request for Resources form(s) and submit to appropriate Dean/VP.

<u>Cathy Zameta</u> Signature of Program Chair/Director	<u>4-20-12</u> Date	<u>Taylor Kelli</u> Signature of Area Dean	<u>4.23.12</u> Date
<u>[Signature]</u> Signature of Area Vice President	<u>4-24-2012</u> Date		

Please attach the following documents to this Program Review Compliance form if you are requesting additional resources:

- ✓ Comprehensive Program Review
- ✓ Data Analysis Form
- ✓ SLO/SAO Assessments
- ✓ Request for Resources Forms

Part 2 – Comprehensive Program Review

Fall 2011

Program Name: **Spencer Library – Imperial Valley College**

A. PAST: Review of Program Performance, Objectives, and Outcomes for the Three Previous Academic Years: 2008-09, 2009-10, 2010-11

1. List the objectives developed for this program during the last comprehensive program review.
 - Increase information literacy instruction and assistance in the library. This goal goes hand in hand with the fourth Institutional Student Learning Outcome: Information Literacy.
 - Identify and assure subscriptions to online databases serve our students and the curriculum. Held meetings to analyze & augment databases.
2. Present program performance data in tabular form for the previous three years that demonstrates the program's performance toward meeting the previous objectives. Include the following standard program performance metrics as well additional program specific metrics, if any.
 - a. For teaching programs this data should include at least the following: Enrollment at census, number of sections, fill rate, retention rate, success rate, and grade distribution for each course in the program, during each semester and session of the previous three academic years. In addition, the Full Time Equivalent Faculty (FTEF) and Full Time Equivalent Students (FTES) and the ratio of FTES per FTEF should be presented for the program for each semester and session.
 - b. For non teaching programs this data should include the following: TBD

	2009	2010	2011
Instruction sessions in classes	88	92	72
Students instructed in classes	2121	2576	2304
Individual reference questions	9000 (estimate)	2600 (estimate)	2679

3. Present student learning or service area outcomes data that demonstrate the program's continuous educational and/or service quality improvement. Include the following standard information and metrics as well as additional program specific metrics, if any.

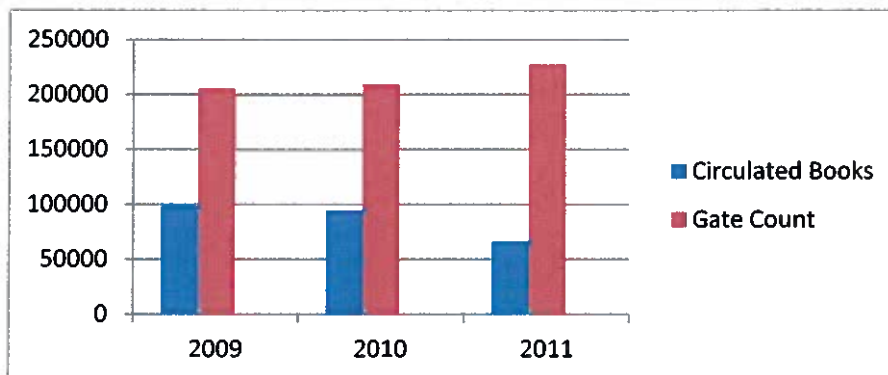
List the program level outcomes, goals or objectives and show how these support the Institutional Student Learning Outcomes. Identify the method(s) of assessment used for each of the program level outcomes. Provide a summary of the outcome data for the program, including course and program level data as appropriate.

- We have been adding at least two new faculty members to the instruction program each semester.
- Each student conducts a hands-on database search for a topic of their choosing.
- Librarians have increased material covered during the instruction sessions.
- Feedback from faculty indicates that the students have gained skills from the library instruction session.

4. Analyze the data presented visually (graphs, diagrams, etc.) and verbally (text) as appropriate, present any trends, anomalies, and conclusions. Explain the program's success or failure in meeting the objectives presented above in item one. Explain the ways that the program utilized the student learning or service area outcome data presented in item three to improve the program (changes to curriculum, instructional methodology, support services, etc.)

Circulated books: 2008-09, 2009-2010, 2010-2011

Students using library (gate count): 2009, 2010, 2011



It has been the trend that, while circulating books are reduced, use of the computers and databases are increased. And while increase of students are in the library, we have no increase in staffing, so the load on each staff member is heavier.

B. PRESENT: Snapshot of the State of the Program in the Current Semester: Fall 2011

1. Give a verbal description of the program as it exists at the present time. Include information on current staffing levels, current student enrollments, student learning or service are outcome implementation, number of majors, and/or other data as appropriate.

Staff:

- There are two full-time librarians (Cathy Zazueta and Frank Hoppe) and one part-time librarian (Helena Quinitana). All librarians conduct instruction sessions, though the lead is taken by the Reference Librarian.
- There are three library assistants (Irma Felix, David Bayless, Mary Ann Smith).
- There is one full-time media assistant (Jesus Valenzuela) and one part-time media assistant Chris Verdugo).
- There are two computer specialists, one computer assistant (Martin Moreno) and one administrative computer specialist (Wayne Wright).

Student enrollment:

- Current student enrollment (Fall 2011) is 6,500 students. (Check this)

2. Verbally describe any outside factors that are currently affecting the program. (For example: changes in job market, changing technologies, changes in transfer destinations, etc.)

There is less demand for library assistants in the Imperial Valley, so we have discontinued the Certificate and Associate of Arts degrees in the Library Technician Program.

There is more demand for electronic resources. Our thirty-eight library databases include:

1. ABI/Inform Dateline (ProQuest)
2. Academic Search Elite (EBSCOhost)
3. Accounting and Tax (ProQuest)
4. Biography in Context (Gale)
5. Biology Journals (ProQuest)
6. Career and Technical Education (ProQuest)
7. CINAHL Plus with Full Text (EBSCOhost)

8. Computing (ProQuest)
9. Contemporary Authors, Contemporary Literary Criticism Select, Dictionary of Literary Biography (Gale)
10. CountryWatch
11. Congressional Quarterly Researcher
12. CRC Handbook of Chemistry and Physics
13. Enciclopedia Universal en Español
14. Encyclopædia Britannica plus Merriam-Webster's Collegiate Dictionary and Thesaurus
15. ERIC – Education Resources Information Center (ProQuest)
16. Funk & Wagnall's New World Encyclopedia (EBSCOhost)
17. GreenFILE (EBSCOhost)
18. Health Source – Consumer Edition (EBSCOhost)
19. Health Source – Nursing/Academic Edition (EBSCOhost)
20. Hoover's Company Records (ProQuest)
21. LexisNexis
22. Library, Information Science & Technology Abstracts (EBSCOhost)
23. Literature Resource Center (Gale)
24. MAS Ultra – (High) School Edition (EBSCOhost)
25. MasterFILE Premier (EBSCOhost)
26. Merriam-Webster's Third New International Dictionary Unabridged
27. Military & Government Collection (EBSCOhost)
28. Nursing and Allied Health Collection (Gale)
29. Nursing Resource Center (Gale)
30. Opposing Viewpoints in Context (Gale)
31. Primary (School) Search (EBSCOhost)
32. ProQuest (Main Search Page)
33. Psychology Journals (ProQuest)
34. Rand Statistics California
35. Religion (ProQuest)
36. Science Online
37. SIRS
38. Virtual Reference Library (Gale)

Our most heavily-used databases are EBSCOhost, ProQuest, SIRS, and LexisNexis. EBSCOhost offers PDF Full Text, is generally used most heavily in April, May, September, October and November.

3. List any significant issues or problems that the program is immediately facing.

Lack of staffing is our most significant challenge. As we increase instruction sessions, reference services, become more involved with campus projects, contribute to accreditation and other projects, work with library assistants, we find we need another librarian. As mandated by Ed Code?, we require another librarian to serve our student body. Each employee is doing more work with no additional stipend. One example is that the Chair is involved in additional committees and projects without any additional financial reward. This is in addition to her reference desk work and everyday library work.

4. Informal written comments from survey by students using the library the week of March 14-20, 2012:

- **What do you like most about the library?**

It's a good place to study.

The fact that we got more computers and the *quiet* study area.

The free wi-fi.

The wi-fi and pretty fast Internet.

I like the way the service is with students. I am thankful for how professional the staff is.

Books; could use more research type of magazines.

That I can use the computers, and make my homework, or print my essays. Also it's the perfect place to study, because it's very quiet.

This is a place where I can definitely get my study on. It is nice and quiet and I can concentrate in here. I like using the Internet, and doing homework.

What I like most of the library is the personnel that help you. And the scratch paper.

I love this area to study. The staff is HONESTLY the most friendliest and professional on campus.

Customer service means the world to me and the entire staff excels. I wish others followed in your footsteps. I love the tutoring center, too!

It's a quiet place to study.

The library has been making some changes. It's nice. I think using our own ID and PIN is perfect.

The vast majority of help from the qualified staff. Whenever I need help, someone will be sure that I get the answers that I need.

Great source for information.

"Everything." It is a nice place to study.

- **What would you like to be improved about the library?**

Like it as it is.

I would like the library to be open M-Th until 10pm and Fridays until 8pm. I would also like the library to be open for a few hours during the weekends.

I'd change the seats. I believe people will visit the library more often if they feel comfortable when they arrive. More comfortable chairs.

More books; more study rooms to study in group study sessions.

Firefox instead of Internet Explorer.

The books are kind of old. We need more up-to-date books.

Need more computers.

More books; longer hours; bigger library.

Not as many restrictions on the computers.

We need YouTube to see videos in chemistry and geology.

Better wi-fi.

C. FUTURE: Program Objectives for the Next Three Academic Years: 2011-12, 2012-13, 2013-14

1. Identify the program objectives for the next three academic years, making sure these objectives are consistent with the college's Educational Master Plan goals. Include how accomplishment is to be identified or measured and identify the planned completion dates. If any objectives are anticipated to extend beyond this three-year period, identify how much is to be accomplished by the end of this review period and performance measures.

1. One goal is to expand room 1502 and change to smart classroom technology.

2. Provide tablet access to databases.

2. Identify how student learning or service area outcomes will be expanded and fully implemented into the program. Include a progress timeline for implementation and program improvement.

1. Conduct library instruction for at least one additional faculty member per semester who has not previously used this service. – Estimated Completion Date: January 20, 2013. Way to assess: Counting and analysis of new instruction sessions per semester.

2. Collaborate with the integration of information literacy into the curriculum for two classes each Semester. – Estimated Completion Date: January 20, 2013. Way to assess. Maintain tracking

2. Identify any resources needed to accomplish these objectives. Identify any obstacles toward accomplishment and the plan to surmount these obstacles.

The difficult economy is one of the major obstacles toward accomplishment of our goals.

4. Identify any outside factors that might influence your program during the next three years.
Economy. State financial problems. Insecurity of library place in the structure of the College.

See attached SAO's and SLO's, and Excel Budget Sheets.



Imperial Valley College

Program Review

501-11001-6120		Library/Unrestricted - General/Library			
Acct Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio Plan
4220 Magazines, Periodicals, CD's	\$3,036.49	\$4,860.00	\$3,860.00	Maintains subscription renewals for print titles	10 Routine Operational Cost
4320 Instructional Supplies and Material	\$0.00	\$913.00	\$913.00	Maintains the purchase of expensive replacem	10 Routine Operational Cost
4455 Copying/Printing	-\$4,861.69	\$208.00	\$208.00	Most information is now Web based but neces	10 Routine Operational Cost
4460 Office Supplies	\$512.45	\$1,127.00	\$1,000.00	Necessary to maintain basic operational suppli	10 Routine Operational Cost
4463 Repair Supplies	\$957.59	\$3,754.00	\$2,000.00	Necessary to maintain repairs or replacment p:	10 Routine Operational Cost
5220 Travel - Staff Conferences	\$298.18	\$1,039.00	\$600.00	Minimal travel funds in order to attend SDICCC	10 Routine Operational Cost
5310 Memberships and Dues	\$220.00	\$3,349.00	\$3,000.00	Maintains memberships to SDICCLRC, Council	10 Routine Operational Cost
5320 Electronic Database Subscription	\$64,015.75	\$69,783.00	\$69,000.00	Maintain electronic full-text databases.	10 Routine Operational Cost
5620 Other Maintenance Agreements	\$0.00	\$24,000.00	\$24,500.00	Maintains SIRSI the Library's operating system.	10 Routine Operational Cost
5640 Equipment Repairs	\$0.00	\$667.00	\$600.00	Supports repairs and miscellaneous replaceme	10 Routine Operational Cost
5860 Postage	\$413.14	\$799.00	\$450.00	Supports the mailing of interlibrary loans for o	10 Routine Operational Cost
6310 Library Books	\$3,549.36	\$17,240.00	\$17,500.00	Allows update of Library collection.	10 Routine Operational Cost
6490 Equipment - New Eqp under 5000	\$1,342.24	\$9,175.00	\$6,500.00	Supports the upgrade of media equipment.	10 Routine Operational Cost
Totals:	\$69,483.51	\$136,914.00	\$130,131.00		

Actual Grand Total: \$69,483.51
Budgeted Grand Total: \$136,914.00
Requesting Grand Total: \$130,131.00



Imperial Valley College

Program Review

501-11001-6120		Library/Unrestricted - General/Library				
#	Acct Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio Plan
1	4220 Magazines, Periodicals, CD's	\$3,036.49	\$4,860.00	\$3,860.00	Maintains subscription renewals for print ti	10 Routine Operational Cost
2	4320 Instructional Supplies and Material	\$0.00	\$913.00	\$913.00	Maintains the purchase of expensive replac	10 Routine Operational Cost
3	4455 Copying/Printing	-\$4,861.69	\$208.00	\$208.00	Most information is now Web based but ne	10 Routine Operational Cost
4	4460 Office Supplies	\$512.45	\$1,127.00	\$1,000.00	Necessary to maintain basic operational suj	10 Routine Operational Cost
5	4463 Repair Supplies	\$957.59	\$3,754.00	\$2,000.00	Necessary to maintain repairs or replacmer	10 Routine Operational Cost
6	5220 Travel - Staff Conferences	\$298.18	\$1,039.00	\$600.00	Minimal travel funds in order to attend SDI	10 Routine Operational Cost
7	5310 Memberships and Dues	\$220.00	\$3,349.00	\$3,000.00	Maintains memberships to SDICCLRC, Cou	10 Routine Operational Cost
8	5320 Electronic Database Subscription	\$64,015.75	\$69,783.00	\$69,000.00	Maintain electronic full-text databases.	10 Routine Operational Cost
9	5620 Other Maintenance Agreements	\$0.00	\$24,000.00	\$24,500.00	Maintains SIRSI the Library's operating syst	10 Routine Operational Cost
10	5640 Equipment Repairs	\$0.00	\$667.00	\$600.00	Supports repairs and miscellaneous replace	10 Routine Operational Cost
11	5860 Postage	\$413.14	\$799.00	\$450.00	Supports the mailing of interlibrary loans fc	10 Routine Operational Cost
12	6310 Library Books	\$3,549.36	\$17,240.00	\$17,500.00	Allows update of Library collection.	10 Routine Operational Cost
13	6490 Equipment - New Eqp under 5000	\$1,342.24	\$9,175.00	\$6,500.00	Supports the upgrade of media equipment.	10 Routine Operational Cost
Totals:		\$69,483.51	\$136,914.00	\$130,131.00		

Long Justifications:

- 1 Maintains subscription renewals for print titles
- 2 Maintains the purchase of expensive replacement bulbs and lamps for media equipment.
- 3 Most information is now Web based but necessary to duplicate miscellaneous information.
- 4 Necessary to maintain basic operational supplies.
- 5 Necessary to maintain repairs or replacement parts for media equipment.
- 6 Minimal travel funds in order to attend SDICCLRC and the County Consortium Media Committee meetings.
- 7 Maintains memberships to SDICCLRC, Council of Chief Librarians, & JPA Media Services.
- 8 Maintain electronic full-text databases.
- 9 Maintains SIRSI the Library's operating system.
- 10 Supports repairs and miscellaneous replacements for media equipment.
- 11 Supports the mailing of interlibrary loans for our faculty and students.
- 12 Allows update of Library collection.
- 13 Supports the upgrade of media equipment.

<i>Actual Grand Total:</i>	\$69,483.51
<i>Budgeted Grand Total:</i>	\$136,914.00
<i>Requesting Grand Total:</i>	\$130,131.00



Imperial Valley College

Program Review

4000 Account Series: Supplies and Materials						
Acct Description	Org Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio
4220 Magazines, Periodicals, CD's	501 Library	\$3,036.49	\$4,860.00	\$3,860.00	Maintains subscription renewals for print titles	10
4320 Instructional Supplies and Mat	501 Library	\$0.00	\$913.00	\$913.00	Maintains the purchase of expensive replacem	10
4455 Copying/Printing	501 Library	-\$4,861.69	\$208.00	\$208.00	Most information is now Web based but neces	10
4460 Office Supplies	501 Library	\$512.45	\$1,127.00	\$1,000.00	Necessary to maintain basic operational suppli	10
4463 Repair Supplies	501 Library	\$957.59	\$3,754.00	\$2,000.00	Necessary to maintain repairs or replacment p	10
Totals:		-\$355.16	\$10,862.00	\$7,981.00		

5000 Account Series: Other Operating Expense and Service						
Acct Description	Org Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio
5220 Travel - Staff Conferences	501 Library	\$298.18	\$1,039.00	\$600.00	Minimal travel funds in order to attend SDICCC	10
5310 Memberships and Dues	501 Library	\$220.00	\$3,349.00	\$3,000.00	Maintains memberships to SDICCLRC, Council	10
5320 Electronic Database Subscripti	501 Library	\$64,015.75	\$69,783.00	\$69,000.00	Maintain electronic full-text databases.	10
5620 Other Maintenance Agreemen	501 Library	\$0.00	\$24,000.00	\$24,500.00	Maintains SIRSI the Library's operating system.	10
5640 Equipment Repairs	501 Library	\$0.00	\$667.00	\$600.00	Supports repairs and miscellaneous replaceme	10
5860 Postage	501 Library	\$413.14	\$799.00	\$450.00	Supports the mailing of interlibrary loans for o	10
Totals:		\$64,947.07	\$99,637.00	\$98,150.00		

6000 Account Series: Capital Outlay						
Acct Description	Org Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio
6310 Library Books	501 Library	\$3,549.36	\$17,240.00	\$17,500.00	Allows update of Library collection.	10
6490 Equipment - New Eqp under 50	501 Library	\$1,342.24	\$9,175.00	\$6,500.00	Supports the upgrade of media equipment.	10
Totals:		\$4,891.60	\$26,415.00	\$24,000.00		

Actual Grand Total: \$69,483.51
Budgeted Grand Total: \$136,914.00
Requesting Grand Total: \$130,131.00



Imperial Valley College

Program Review

11000 and 110000 (excl. 11502 and 11502x) Fund Series: General Budget							
Fund Description	Acct Description	Org Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio
11001 Unrestricted - General	4220 Magazines, Periodicals, CD'	501 Library	\$3,036.49	\$4,860.00	\$3,860.00	Maintains subscription renewals for print	10
11001 Unrestricted - General	4320 Instructional Supplies and	501 Library	\$0.00	\$913.00	\$913.00	Maintains the purchase of expensive rep	10
11001 Unrestricted - General	4455 Copying/Printing	501 Library	-\$4,861.69	\$208.00	\$208.00	Most information is now Web based but	10
11001 Unrestricted - General	4460 Office Supplies	501 Library	\$512.45	\$1,127.00	\$1,000.00	Necessary to maintain basic operational :	10
11001 Unrestricted - General	4463 Repair Supplies	501 Library	\$957.59	\$3,754.00	\$2,000.00	Necessary to maintain repairs or replacm	10
11001 Unrestricted - General	5220 Travel - Staff Conferences	501 Library	\$298.18	\$1,039.00	\$600.00	Minimal travel funds in order to attend S	10
11001 Unrestricted - General	5310 Memberships and Dues	501 Library	\$220.00	\$3,349.00	\$3,000.00	Maintains memberships to SDICCLRC, C	10
11001 Unrestricted - General	5320 Electronic Database Subscr	501 Library	\$64,015.75	\$69,783.00	\$69,000.00	Maintain electronic full-text databases.	10
11001 Unrestricted - General	5620 Other Maintenance Agree	501 Library	\$0.00	\$24,000.00	\$24,500.00	Maintains SIRSI the Library's operating sy	10
11001 Unrestricted - General	5640 Equipment Repairs	501 Library	\$0.00	\$667.00	\$600.00	Supports repairs and miscellaneous repla	10
11001 Unrestricted - General	5860 Postage	501 Library	\$413.14	\$799.00	\$450.00	Supports the mailing of interlibrary loans	10
11001 Unrestricted - General	6310 Library Books	501 Library	\$3,549.36	\$17,240.00	\$17,500.00	Allows update of Library collection.	10
11001 Unrestricted - General	6490 Equipment - New Eqp unde	501 Library	\$1,342.24	\$9,175.00	\$6,500.00	Supports the upgrade of media equipme	10
Totals:			\$69,483.51	\$136,914.00	\$130,131.00		

Actual Grand Total: \$69,483.51
Budgeted Grand Total: \$136,914.00
Requesting Grand Total: \$130,131.00

Student Learning Outcomes (SLOs) / Service Area Outcomes (SAOs)

Program Outcomes Assessment Report – Phase I (form in progress Oct 2009)

“Identification of Outcome(s) & Department Mission Statement or Program/Degree/Certificate Description”

Date:

09.30.10

**Name of Degree,
Certificate, Program.
or, for SAOs, the
Department Name:**

Library

**Contact Person &
Others Involved in
Process:**

Lead: Dr. Taylor Ruhl

Others: Cathy Zazueta and Frank Hoppe

**Mission Statement
or Description of
the Depart.,
Program, Degree or
Cert:**

The goals of the Library are consistent with the goals and mission statement of Imperial Valley College. Learning materials and tutoring, research instruction, and reference services are available to both students and faculty. The Library provides learning materials, research instruction, and reference services to all students. The Dean, the Librarians, the Library Technicians and other staff are scheduled to provide maximum availability for students and faculty.

Institutional Learning Outcomes Supported: Please check the ISLOs that are supported by your program:

ISLO1 = communication skills; ISLO2 = critical thinking skills; ISLO3 = personal responsibility;

ISLO4 = information literacy; ISLO5 = global awareness

Program-level Outcomes and ways to assess: (Please choose 1-3)

Please identify at least one outcome and assessment method, and estimated date for the completion of Section II. Please keep in mind the Comprehensive Program Review Schedule.

Instructional Programs (degrees, certificates): You are asked to complete Course-level Outcomes & Assessments for the two and half years leading up to your Program Review due date, and then Program-level Outcomes can be assessed during your Program Review Fall Semester. Still, even if your Program Review isn't due this fall, you will want to make a plan to evaluate it with colleagues by your Program Review due date.

Service Areas (Student Services, Financial Aid, Student Affairs, etc.): Please analyze at least one Outcome per year.

1.Outcome #1: Do library instruction for two faculty members per semester who have not previously used this service.

Est. Completion Date: 6/10/11 Way(s) to assess: Analysis of instruction appointments each semester.

2.Outcome #2: Collaborate on the integration of information literacy into the curriculum for two classes each semester.

Est. Completion Date: 6/10/11 Way(s) to assess: Maintain tracking.

3.Outcome #3: Collaborate on updating of library web pages.

Est. Completion Date: 6/10/11 Way(s) to assess: Review web pages.

Service Area Outcomes

Program Outcomes Assessment Report – Phase II

“Assessment of Program-level Learning Outcomes”

In this section, please re-state each outcome and indicate the method(s) of assessment, provide a summary of the results, and tell how your program will use this information to improve student learning. Each Goal should have at least one Method of Assessment. To encourage collaboration and the sharing of ideas, you are encouraged to share your outcomes, assessment data, and findings with all available members of your department or program. Please list the names of all faculty, staff, and students who were involved in summarizing or evaluating the data. The names may differ from those on Section I.

Date: August 22, 2011

Contact Person/Others
Involved in Process:

Lead: Taylor Ruhl Others: Cathy Zazueta and Frank Hoppe

Outcome #1 (please repeat here):

“Conduct library instruction for two faculty members per semester who have not previously used this service.”

1. First Method of Assessment:

- a. How did you assess Outcome #1? We tracked faculty usage of our library instruction services, and how many Classes and students received library instruction..
- b. Provide a summary of results: The two faculty members who used our services for the first time last fall were Mary Lofgren and Amy Loper; the two faculty last spring were Lillian Finnell and Tanya Dorsey.
- c. How will your program use this information to improve student learning or services? Each faculty member who brings students for instruction expands the level of information

literacy for those students. We will continue communicating with faculty and inviting them to bring their classes for instruction.

- d. What is your Timeline for Program Modifications or Response to Data? We review our data annually to address areas of the program needing modification. Such modifications are based on our collected data for that and previous years. Our data tells us that outreach to faculty by the library is valuable to student learning.

2. Second Method of Assessment:

- a. How did you assess Outcome #1?
- b. Provide a summary of results:
- c. How will your program use this information to improve student learning or services?
- d. What is your Timeline for Program Modifications or Response to Data?

3. Third Method of Assessment:

- a. How did you assess Outcome #1?
- b. Provide a summary of results:
- c. How will your program use this information to improve student learning or services?
- d. What is your Timeline for Program Modifications or Response to Data?

Outcome # 2 (please repeat here):

“Collaborate on the integration of information literacy into the curriculum for two classes each semester.”

1. First Method of Assessment:

- a. How did you assess Outcome # 2? We discussed information literacy with various faculty members and We will collect feedback from the instructors we worked with. In addition, we also worked on creating classes with an integrated librarian. Cathy Zazueta will be integrated into David Zielinski’s online English 101 class, and Frank Hoppe will be integrated into Robert Baukholt’s English 202 class. This will take place in the Fall 2011 semester.
- b. Provide a summary of results: We discussed information literacy with several faculty, however we did not

not follow up to see if our discussion proved useful in the classroom curriculum. We will be tracking the feedback we receive to identify strengths and address weaknesses.

- c. How will your program use this information to improve student learning or services? Integrating librarians in courses will bring the librarians and students closer, and will catch the students at their “need to know” point, before they have even come into or thought to use the library.
- d. What is your Timeline for Program Modifications or Response to Data? This clearly showed that we need a more formal process for meeting with faculty to discuss integrating information literacy into the curriculum. The integrated librarians plan is a more formal process, and the impact on student learning will be clearer. A review of the outcome will take place at the end of each semester, after data has been collected.

2. Second Method of Assessment:

- a. How did you assess Outcome # 2?
- b. Provide a summary of results:
- c. How will your program use this information to improve student learning or services?
- d. What is your Timeline for Program Modifications or Response to Data?

3. Third Method of Assessment:

- a. How did you assess Outcome # 2?
- b. Provide a summary of results:
- c. How will your program use this information to improve student learning or services?
- d. What is your Timeline for Program Modifications or Response to Data?

Outcome # 3 (please repeat here):

“Collaborate on updating of library web pages”

1. First Method of Assessment:

- a. How did you assess Outcome # 3? We observed the number of interactions and discussions about updating the web pages. This occurred at the Dean’s meeting and at the Librarians’ meetings, as well as on an individual basis. We kept usage statistics.

- b. Provide a summary of results: This was very successful. We put updating the web pages at the top of our list of projects, and things started getting done. We are still in the process of updating our web pages.
- c. How will your program use this information to improve student learning or services? Our updated web pages help students to more easily access our library resources. We can count the number of hits on the web pages, but we have chosen not to do that at present.
- d. What is your Timeline for Program Modifications or Response to Data? Our collaboration on the web pages is an annual continuing project.

2. Second Method of Assessment:

- a. How did you assess Outcome # 3?
- b. Provide a summary of results:
- c. How will your program use this information to improve student learning or services?
- d. What is your Timeline for Program Modifications or Response to Data?

3. Third Method of Assessment:

- a. How did you assess Outcome # 3?
- b. Provide a summary of results:
- c. How will your program use this information to improve student learning or services
- d. What is your Timeline for Program Modifications or Response to Data?

Once Section II is completed, please send e-copy & mail hard copy to SLO Coordinator. Thank you very much for taking part in outcomes and assessments.