

PLANNING/OUTCOMES DOCUMENT

Name of person(s) completing form:			Nelda Reid/ Dianne Lindgren	Curriculum/Department:	Library
Purpose/Mission Statement:				Vision Statement: (3-5 years)	
The purpose of the Library is to provide a multimedia center for learning resources designed to support and implement the total instructional program of the college. Its chief aim is to contribute to the realization of the institution's objectives by acquiring, organizing and circulating the books, periodicals, audiovisuals, and online resources and materials needed to support the instructional program; to provide a variety of learning and study options; to provide instruction in the use of resources; and to promote the cultural development of library users.				The Library will continue to provide computer workstations, adequate up-to-date resource collections in formats consistent with prevailing technologies, access to the collections of other libraries, instruction in the use of resources and will promote life-long learning opportunities. Within 3 - 5 years plans will be developed and construction will take place on a new library facility.	
Program Strengths:				Program Weaknesses:	
Service and assistance provided by library staff. Atmosphere of the Library is conducive to study. Access to the resources provided by the Library.				Lack of staff coverage.	
Program Opportunities:				Program Threats:	
Upgrade computer workstations in open lab in response to 2005 Library Survey results.				Library collection is becoming out-of-date due to lack of sufficient funds to purchase new materials.	
Goal #	Values for Teaching	College Goals	2005-2006 Department Outcomes/Goals	Success Criteria (e.g. outcomes, enrollment increases)	Plan of Action (including resources needed)
1	7	1	Increase book, periodical, non-print and online resources.	Add 1000 new books, 5 new periodical titles, and 1 new online resource.	Purchase new materials requested by faculty.
2	7	1	Review and update the Library web page twice a year.	Review links and verify that links function. Add/subtract links as appropriate. Rewrite "demonstration/how-to" instruction each summer, along with annual update of Library handbook.	Review information on Library page prior to first day of fall and spring classes.

3	7	1	Coordinate Library Advisory Council meetings	Hold meetings to discuss library funding needs, promotion strategies, new services and additional ways library staff can assist faculty and students with resources for classes.	Schedule at least one meeting per semester.
4	7	1	Maintain quality of current library.	Upgrade part-time Library Assistant position to full-time.	Hire full-time Library Assistant.
5	7	1	Increase effectiveness of bibliographic instruction.	Participate in cooperative workshops with LAC emphasizing library instruction and research.	Schedule workshops.
6	7	1	Provide bibliographic service to faculty as requested.	Print and online bibliographies will be available for faculty.	Compile bibliographies of books and instructional videos per curriculum.

Budget Item Description: (Budget items requested from college funds)	Current Year Budget:	Ongoing Operational Budget:	Expansion Budget:
Supplies- Toner cartridges for printer. NLW materials. Labels for books.	1388	3500	
Equipment- Upgrades for 27 computers for student lab @ \$1400 each. Upgrades for 2 office computers @ \$1600 each. Printer 4300TN for staff use @ \$2400.	0	43400	
Travel- Attend LRA meeting. Attend regional meetings and NCLIVE training	0	500	
Program Accreditation-	N/A	N/A	
Other- Magazines and newspapers, library books/AV materials, microfilm, maintenance contracts, online services, membership dues, personnel	63148	72,050	14,000 for personnel.
TOTALS	64536	119450	

Criteria Results Be sure to utilize most current data available	End of Year Analysis (Goals achieved, impact of equipment purchased, improvements to your program, contingencies, etc.) Describe how you used the results to improve your program

Mid-point Review

Progress Notes:
