1. Discipline/Area Name: **Library**	2. Year: **2015-2016**
3. Name of person leading this review: **Van Rider**	
4. Names of all participants in this review: **Carolyn Burrell, Dr. Scott Lee**	

5. 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.)

Data/Outcome Analysis and Use

Please review and interpret data by following the provided links:

#	Indicator	Comments and Trend Analysis
6.	Please review the FTES and enrollment (headcount) data. If applicable, please also review division or department data.	Comments on trends over the past five years and how they affect your program: **The library elects the status quo option for this year's submission.**
7.	Report program/area data showing the quantity of services provided over the past five years (e.g. number transactions, acreage maintained, students served, sales figures)	Comment on trends and how they affect your program: **The library elects the status quo option for this year's submission.**
8.a.	Student success and retention rates Equity groups within discipline	Review and interpret data by race/ethnicity and gender or both together. Identify what actions are planned to meet the Institutional Standard of **68%** for student success and to close achievement gaps: **The library elects the status quo option for this year's submission**.
8.b.	Number of Sections by Location and Modality .	Comment on trends: **The library elects the status quo option for this year's submission.**

9.	Career Technical Education (CTE) programs: Review the labor market data on the [California Employment Development Department](#) website for jobs related to your discipline.	Comment on the [occupational projections](#) for employment in your [discipline](#) for the next two years and how the projections affect your planning: The library does not offer any programs or classes that directly tie to occupational projections.

10. Cite examples of using outcome (PLO, SLO, and/or OO) action plans as the basis for resource requests and the allocation of those requests (e.g. human, facilities/physical, technology, financial, professional development) or making other changes that resulted in or correlate with improved outcome findings over the past five years.

SLO/PLO/OO	Action Plan	Current Status	Impact of Action
			The library elects the status quo option for this year's submission.

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/Action Plans	Current Status	Impact of Action (describe any relevant measures/data used to evaluate the impact)
Provide access to current computer technology for students using L-118.	Completed	**Data demonstrating usage according to the following categories: hourly, daily, weekly, monthly, and by term.**
Increase student access to print reference materials at the Palmdale Center.	Ongoing	**Continual selection, ordering, cataloging, and processing of print materials for the Palmdale site to support current courses and in preparation for new center in Spring 2017**
Briefly discuss your progress in achieving those goals:		
Please describe how resources provided in support of previous program review contributed to program 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 2016-2017. Discipline/area goals must be guided by **[district Strategic Goals](#)** in the Educational Master Plan (EMP). 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 other	Expected Impact of Program Outcomes/Student Learning	Action plan(s) or steps needed to achieve the goal**	Resources needed (Y/N)?
	The library elects the status quo option for this year's submission.				

**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/area goal(s) from 12 guide this need**.

Indicate which Discipline/area Goal(s) guide this need	Type of Request (Personnel[1], Physical[2], Technology[3], Professional development[4], Other[5])	New or Repeat Request?	Briefly describe your request here	Amount, $	One-time or Recurring Cost, $?	Contact's name
The library elects the status quo option for this year's submission.						

[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.

Addendum to 2015-2016 Report

(Please submit electronically as a Word doc to Carol Eastin (ceastin@avc.edu), Program Review Co-Chair.)

Division/Area/Department Name: IERP/Library Services	For Year: 2017-2018

Name of person writing this addendum: Dr. Meeta Goel
Names of all participants in this addendum:

Identify which part(s) of the 2015-2016 Report is being revised:
☐ Division or Area Overview ☐ Data/Analysis and Use ☐ Outcome Analysis and Use
☐ Stakeholder Assessment ☐ Planning ☒ Resource Needs

Describe what has changed since writing your 2015-2016 Report and how that impacts the program:

Planning

New or revised goals must be guided **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)?
#4	Library-"optimization of Library services and spaces for students"	1. Commitment to strengthen Institutional Effectiveness measures and	Continue collection development e.g. print and other reference using additional college funds allocated towards this. The Library's hours of operation have been expanded during the last two years and this, coupled with the college's significant investment in increasing the Library's print collection has required the hiring of a short-term hourly Library Assistant as a temporary solution to meet these increased needs.	Yes

Action plan verbs: *expand, reduce, maintain, eliminate, outsource, reorganize, re-engineer, study further, etc.*

Resource Needs

Prioritize the new resource need(s) with those in your last report.

Indicate which Discipline/area 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 person's name
#4	Personnel	New	The Library's hours of operation have been expanded during the last two years and this, coupled with the college's significant investment in increasing the Library's print collection and a permanent Library Assistant position is needed.			
	.					

[1]List needed human resources in priority order. [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.