

Los Angeles City College  
Comprehensive Program Review 2008

Library Department

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**IX. Planning and Budgeting**

**b. Past Planning Goals**

Year	Goal #	Description	Relation	Actions Relation	Outcome	Progress
2002	1	Design and Construct/Implement New College Libraries	Aligns with Strategic Plan Priority # 2, 4, 5, 7	Completed programming of new LACC library. Completed programming of Library at Northeast Campus.	New building will open to students June 16, 2008. The new building gives more space to students with natural light, varied areas of seating and studying, 17 group study rooms, 160 public computer stations, and a building that is much more accessible for persons with disabilities.	Construction Bids received by College/District April 20, 2006. Construction to begin end of July 2006

## b. Past Planning Goals

Year	Goal #	Description	Relation	Actions Relation	Outcome	Progress
2002	2	Support the curriculum by providing high quality instructional services and programs in the use of library information resources.	Aligns with Strategic Plan Priority # 1, 4, 5	Conducted bibliographic instruction sessions and library orientation for LACC classes. Working with faculty regarding class assignments and the library.	Began instruction Fall 2003. Each year the number given increased. From a faculty survey done Spring 2008, students are completing assignments with legitimate sources and better papers.	in process
2002	3	Encourage and facilitate information literacy, critical thinking, intellectual independence, and lifelong learning skills in students.	Aligns with Strategic Plan Priority # 1, 4, 5, 8	Information competency included in New course outlines.		Information Competency assigned to Curriculum committee via academic senate.
2002	4	Provide innovative, state-of-the-art technology in support of the information needs of the diverse LACC college community.	Aligns with Strategic Plan Priority # 1, 4, 5	Sixty-one computers are available to students in the Library with online catalog. Database and internet access, along with Microsoft Word and PowerPoint.	Updated computers and online databases allow students to complete assignments successfully and with higher quality resources.	Participated in conversion of District-wide online book catalog. Conversion completed Summer 2005.
2002	5	Provide prompt, unbiased, and knowledgeable responses to requests for assistance with library information resources.	Aligns with Strategic Plan Priority # 1, 4	Double staffing of Reference Desk provided during most hours the library is open.	Students receive instruction from librarians on how to do research while doing their research so they learn research skills and critical thinking.	Unable to provide faculty librarian service at the Periodicals desk.

### b. Past Planning Goals

Year	Goal #	Description	Relation	Actions Relation	Outcome	Progress
2002	6	Provide current and historical book and periodical resources.	Aligns with Strategic Plan Priority # 1, 4, 5	Many back issues of magazines/journals were bound during the last three years. This had not been done for 20+ years	Binding done for many magazines for their preservation. Print and electronics books with funds provided to keep collection as current as possible. Current resources allow students to produce better assignments.	Funding for digitizing the collegian was approved using a donation to the college.
2002	7	Secure memberships in library cooperatives and professional organizations; organize an advisory group to the Library.	Aligns with Strategic Plan Priority # 3, 6	Member of CCL, Michigan Library Consortium, Council of Chief Librarians	CCL and MLC memberships give discounts on databases so more can be provided to students. Databases are used both on and off campus allowing students to be successful in completing assignments.	polling community college libraries regarding advisory groups

### e. New Planning Goals

Describe departmental planning goals for the next 6 years, explaining how they support the various college plans, including:

- *Strategic Priorities of the College's Strategic Plan:*  
[http://www.lacitycollege.edu/public/strategic\\_planning.htm#strategicplan](http://www.lacitycollege.edu/public/strategic_planning.htm#strategicplan)
- *Educational Master Plan:*  
<http://www.lacitycollege.edu/public/EduMasterPlan.pdf>
- *Technology Master Plan:*  
[http://www.lacitycollege.edu/resource/oac/IT\\_Plan\\_Draft03.pdf](http://www.lacitycollege.edu/resource/oac/IT_Plan_Draft03.pdf)

#### New Planning Goals

Year	Goal #	Description	Relation	Outcome
2008	1	Implement library at Northeast Campus	Strategic 2,4,5,7; EMP: 4,7; TMP: 2,4	
2008	2	High quality instructional services and programs in use of library information resources	Strategic 1,4,5; EMP: 1,2; TMP: 4	
2008	3	Encourage and facilitate information literacy, critical thinking, and lifelong learning	Strategic: 1,4,5; EMP: 1,2;	
2008	4	Provide state-of-the-art technology to support information needs of students	Strategic: 1,4,5; EMP: 3,5; TMP: 2,4	
2008	5	Provide prompt, knowledgeable responses to requests for research assistance.	Strategic: 1,4; EMP: 2	
2008	6	Provide current and historical print and electronic information resources	Strategic 1,4,5; EMP: 2	
2008	7	Organize a Library Advisory Group	Strategic 3,6	

#### f. New Action Plans and Special Projects

Describe the specific action plans and special projects that will be undertaken during the next 6 years to achieve the goals described above. There should be at least one action plan for each goal listed, and there may be more than one action plan for a goal. Plans and projects may include curriculum and program development, establishment of new labs or facilities, outreach and recruitment efforts, public/private partnerships, etc. Include estimated costs and projected time lines for implementation. You can add as many New Action Plans and Special Projects as desired.

### New Action Plans and Special Projects

Year	Goal #	Project #	Project Name	Planned Activities	Individuals Responsible	Expected Outcomes	Projected Costs*	Total Cost	Project Start Date	Project End Date
2008	1	1	Resources	Secure adequate staffing and equipment for new library.	Barbara Vasquez	Provide library services and instruction to Northeast Campus so students will be able to complete assignments and courses.	1. One FT Librarian/ \$70,000 2. Hourly Librarians/ 16 hours per week/ \$50,000 3. 2 Library Technicians/ \$70,000 4. Student Workers ?	\$190,000 per year	2002	Fall 2009
2008	2	1	Workshops	Develop workshop content and schedule and provide instruction.	Rosalind Goddard, Andy Mezynski, Barbara Vasquez	Students will be able to complete research and assignments more successfully.	Librarian/ \$70,000 per year	\$70,000 per year	9/1/08	ongoing
2008	3	1	Information Competency	Develop course in Information Competency and add to curriculum	Andy Mezynski, Rosalind Goddard, Barbara Vasquez	Students will develop critical thinking skills when doing research.	Adjunct classroom librarian/ \$1,600 per class	\$1,600 per clas	9/1/09	ongoing

### New Action Plans and Special Projects

Year	Goal #	Project #	Project Name	Planned Activities	Individuals Responsible	Expected Outcomes	Projected Costs*	Total Cost	Project Start Date	Project End Date
2008	4	1	Technology Update	Replace 25 oldest computers	Barbara Vasquez, Roman Minasyan	New computers allow faster searching and accommodate more devices.	3. Computers /\$21,250	\$21,250	9/1/09	4/30/10
2008	5	1	Reference Service	Continue to double staff reference desk	Barbara Vasquez	More research instruction while assisting students doing research.	1. Librarian/ \$70,000	\$70,000	9/1/09	ongoing
2008	6	1	Library Resources	Request budget for books, magazines, and online databases in program review and budget meetings.	Analya Sater, Dorothy Fuhrmann, Barbara Vasquez	Provide adequate materials so students can complete assignments successfully.	5. Books/ \$170,000; Magazines /\$15,000; Online databases/ \$85,000	\$270,000	7/1/08	annual cost
2008	7	1	Advisory Committee	Research community college libraries regarding advisory committees	Barbara Vasquez	Establish Library Advisory Committee		0	7/1/08	6/30/09

*\*Projected Costs*

1. Faculty Requirements/Costs
2. Staff Requirements/Costs
3. Equipment Requirements/Cost
4. Facilities Requirements/Costs
5. Other Requirements/Costs