

Los Angeles City College
Comprehensive Program Review 2008

Library Department

XII. EPC Validation Review

I. Department Mission

Does the department's mission statement reflect the goals and activities of the department? Is it aligned with the college mission? Explain.

The mission statement presented here is quite comprehensive; if anything, it might be too long. In fact, it contains not just the library mission but also the activities that allow them to complete their mission.

It is aligned with the college mission.

II. Department Overview

Does the department's analysis of trends in enrollment and achievement accurately reflect the data? Have any issues been identified? Explain.

The library is commended for its flexibility in scheduling its classes.

One thing that might be considered is offering the Library Science classes in semester weeks 3-9 rather than the first or second half of the semester. That way the course would begin earlier but might be completed by the time students actually had to use the skills in writing a research paper in another class.

III. Vocational Programs

Does the department's analysis of labor market demand, advisory board activities and accreditation status (if applicable) reflect the data? Have any issues been identified and are they adequately addressed with appropriate action plans? Explain.

This Department is NOT a Vocational department.

IV. Curriculum

Does the department's analysis of enrollment trends accurately reflect the data? Has adequate progress been made in developing and assessing student learning outcomes at the course and program level? Are Title 5 course outline updates current? Has adequate analysis of course scheduling been provided? Explain.

The library offers only two courses and both have been recently updated.

According to the Program Review, the SLO for Library Science 102 has been assessed, but no information has been entered into eLumen, which is the only mechanism for measuring the assessment of SLOs at LACC. There seems to have been a good analysis of the results of the informal assessment that was done, so if the faculty can work to get that information into eLumen we can tie the results not just to those courses but also to the college core competencies.

V. Departmental Engagement

Has the department provided a full description of departmental engagement? Explain.

The faculty members of the Library are fully engaged with each other, with our sister colleges in the district, and with the LACC campus community at large. All full time faculty are active on at least one campus committee; some are involved in a variety of committees.

VI. Professional Development

Has the department provided a full description of professional development? Explain.

All full time faculty keep current with their field and with a variety of professional learning activities. No information is provided for part time librarians.

Recommend providing information for part time library faculty.

VII. Support and Activities

Has the department provided a full description of support needs of the department? Explain.

The library does not rely upon support from other campus programs but does refer students to those programs as needed.

The library consults with some of the support departments (such as OSS) for assistance with information on meeting the needs of special populations.

VIII. Resources: Personnel, Equipment and Facilities

Has the department provided a full description of resource needs of the department? Explain.

The department has provided a full report of their urgent needs in terms of faculty, staff, and resources--all of which are woefully inadequate.

According to industry standards, LACC currently has about half the number of librarians needed (we have 4.8 and should have 9). We also have about a third the number of library technicians required (we have 5.5 and should have 17). There is no secretarial support at all. There is no budget for student workers and there is a need for about 400 hours of student workers. The library has one Instructional Assistant for IT and now has 200 computers in the library; they need 3 additional IAITs to keep the computers functioning properly. There is one security officer assigned to the library; another part time officer is needed for the new facility. To keep the library open for more hours would require additional security (and other) staff.

Over the past few years, the Title 5 standards for books, periodicals, and databases has not been met within the 10100 budget, SIEF, and TTIP allocations combined; in fact, all combined resources only provided less than half of what Title 5 standards require.

IX. Planning and Budget

Do the planning goals and action plans reflect the issues raised in the self study? Are they aligned with the Educational Master Plan and the College Strategic Plan? Explain.

The department has provided an outstanding summary of their planning assumptions as well as the challenges facing the department.

The library has identified 7 new goals and each of those goals has an action plan attached to it.

X. Final Summary by Discipline

Are all items identified as a Major Concern addressed with a goal and action plan? Explain.

Suggest several changes in the final summary by discipline:

Department Engagement and Professional Development should be marked Very Strong; budget and resources should be marked Major Concern.

XI. Department Strengths and Weaknesses

Has the department provided an adequate analysis of departmental strengths and weaknesses? Explain.

In addition to the departmental strengths listed, we would add the strong support for students and for learning provided by the entire library staff. This is a department that is truly student-centered.

XII. Recommendations/Commendations

What recommendations based on your comments do you have for this department? What commendations do you have for this department? Explain.

Commendations: the Library is to be commended for the following:

1. Overall quality of the entire program review presentation. It is both complete and honest, offering realistic assessments of both strengths and areas of improvements that are needed.
2. Successful move into the new facility.
3. Well-designed new facility that addresses a wide range of needs for special populations; this is a testament to the atmosphere of collaboration and cooperation among the faculty and staff.
4. Flexibility in scheduling Library Science courses.
5. Excellent summary of planning assumptions.
6. Doing a great job with less than half the necessary faculty, staff, or resources.

Recommendations:

1. Fix typos throughout the report.
2. Get Library Science informal assessments into eLumen.
3. Enter professional development information for part time faculty.
4. College should begin to address the serious shortages in staff, books, periodicals, databases, and tech support for the library. It is--or should be--the heart of the learning process for the institution.