

Chapter 5: Program Initiatives to Improve Performance

“How do you propose improving future performance?”

**When proposing an initiative(s), use the following structure for each initiative proposed:*

Initiative Title – Remodel CEN260

Priority 1

- Describe Initiative
 - *The library has received approval from the Space Assignment Committee to convert the area formerly occupied by Distance Learning (and before that, the library) to work area for Circulation staff, film booking, and interlibrary loan.*
- Describe the resources needed
 - Steel case to enclose 5 cubicles (use existing steel case in 260 & 255)
 - Phone & data ports in each cubicle & data ports on north wall for ILL
 - (Clean & repair or replace) all blinds & curtains.
 - Add blinds to NE lightwell window
 - Hang cabinets above counter with sink
 - Paint
 - Replace counter top on sink counter
 - Fix existing lighting
 - Remove unwanted furniture
 - Fix elevator so 2nd floor rear doors open to get off
- List the possible funding sources
 - Bond
 - Facilities
 - This project can be partially funded, but the cost is small anyway (<\$5,000) and the project has already been approved.
- Provide ORG & PROG codes
 - 111100-525001-610000-210000
- How does this project articulate with the college’s vision, mission & goals and contribute toward meeting the President’s/Board’s approved goals?

Here is an excerpt of the request, as made to the SAC, to illustrate the mission, vision, core values, and strategic directions supported by this request

Mission, Vision and Values

In support of the College’s mission, vision and values, the library provides services and resources which supplement course offerings and fulfill the information needs of students, faculty, staff, administration, and community. To transform lives through learning in all of the educational opportunities provided at Lane requires that the library provide a variety of spaces: for individual and group study and research; for computer workstations, assistive technology, and formal classroom instruction; to house books and other materials; and to support efficient, knowledgeable, courteous staff.

Lane Community College
Unit Planning Template: Instruction

Core Values

The Library meets the core values of diversity and innovation by purchasing resources in a variety of formats, and by providing alternative methods of information delivery which accommodate different learning styles and technology needs. In its commitment to these core values, the Library has in the past three years doubled the number of computers available for students, added a classroom for instruction and internet research, doubled the number of videotapes, added VCR players, and expanded its assistive technology area for students with disabilities. We are working with the former Staff Development Specialist, and the College's Diversity Officer, to provide space for their collections, and we have added shelving to accommodate more course reserves and reference materials.

The additional space required by these improvements has reduced the space available for staff work area; aisle width between reserve stacks, for example, is too narrow to meet ADA standards. At the same time, our commitment to making resources accessible to all of our constituents on and off main campus has increased rather than decreased the need for larger staff work areas. Space is needed to package and process materials borrowed for students and staff from libraries worldwide, to process course reserves requested by instructors, to handle film booking for faculty use in their classrooms, to make magazines available for display, and to provide resources to non-30th Avenue campuses and community learning centers.

These activities require more staff work area, not less. If additional staff workspace cannot be provided, any further expansion of public services will either be very limited or will further encroach on quiet study areas, and opportunities for expanded access to information for all of our students, faculty, and staff, will be lost.

Library Circulation Assistants have many behind-the-scenes duties that require focused attention. To fully collaborate as partners in a shared governance system, staff needs time and an environment conducive to thoughtful input in decision-making. Because they have lost so much private work area, Library Assistants are constantly "on call." As a result, they are less efficient and less effective, and their opportunities for truly meaningful participation are limited.

Learning Centered Principles

Providing adequate work space for staff, while optimizing the space available for resources for students, provides the best chance of meeting the learning principles of creating many options for learning and creating substantive change in the learner.

Strategic Directions

It is because of the library's commitment to the College's strategic directions – i. e. responding to the changing needs of adult learners, valuing and supporting diversity, adapting to rapid technological change, optimizing learning opportunities with available resources, and innovating and collaborating to better serve learners, that additional space is needed. This request is being made with the intention of meeting the last strategic direction – to foster staff excellence and build effective organizational systems.