Lane Community College
Unit Planning: Instruction & Student Services
Library
November 2005 for 2006-07 academic year

Program Analysis

Key Question: Please review the planning initiatives that were identified in the annual planning cycle. Provide a summary analysis of your work completed last year in relation to your annual planning initiatives by responding to the following questions.

1. **What did your unit accomplish last year in relationship to the annual planning initiatives? Other accomplishments not related to the annual planning initiatives?**

Initiatives and Results: 04/05

- **Library web site was completed revised summer 2004**
- **Center 260 was remodeled to provide efficient staff work space**
- **Upgraded library server and installed latest version of integrated library system**
- **Purchased federated search software to streamline searching of library databases**
- **Maintained current online databases and added new ones**
- **Expanded print collection with College one-time-funding of $50,000**
- **Became members of Orbis Cascade Alliance, providing access to library collections in 33 academic libraries**

Initiatives and Preliminary Results 05-06

1. Improve library service to outreach campuses
- **Appointed Reference Librarian to serve as liaison to Florence and Cottage Grove; one day each week scheduled at centers for class and one-on-one instruction**
- **Subscription to CINAHL (Cumulative Index to Nursing and Allied Health Literature) in full-text online through Perkins grant**

2. Infuse information literacy into the curriculum
- **Created online tutorial**
- **Completely revised traditional Library 127 class**
- **Developed additional Library 127 class that is fully online for winter 2006**

3. Expand library resources for students, faculty and staff
- **Accomplished setup necessary for membership in Orbis Cascade Alliance to "go live" on November 8, 2005**
- **Expansion of online databases to include Lexis-Nexis, Literature Resource Center, Science Resource Center, expanded Vocational research center, CINAHL in full-text, PsychInfo, PsychArticles, and Greenwood Daily Life and World Cultures online**
- **Reorganization of department allowed addition of reference librarian**

4. Contribute to student retention and success of at-risk populations
- **Library representation on SAGA committee and retention activities**
- **Participation in EOAR program Summer 2005**

- **New ESL collection**
- **Reference desk now covered at all peak hours in additional to classroom instruction**

5. Improve library services to students with disabilities
- **Assigned specific responsibility for maintenance and upgrade of assistive technology to member of library staff**
- **Purchase adjustable height table, computer upgrade**
- **Collaborated with Disability Services to create .5FTE Tech Assistant position**

6**.** Expand awareness of library resources and services
- **Website redesign in Summer 04 made resources much easier to locate**
- **Comprehensive marketing plan not accomplished**
- **Added book jackets, reviews, tables of content, etc. to online catalog searches**

2. What are the areas that still need attention?
- **Service and Instruction to Outreach Centers**
- **Expand Instructional Opportunities**
- **Expand Library Resources**
- **Upgrade Technology**
- **Participate in Student Retention and Success Efforts**
- **Marketing**
- **Assessment**
- **Aesthetics of the Library Building**

3. Considering your responses to questions 1 & 2 and emerging needs and demands, what are your plans for next year? This conclusion should be the foundation on which initiatives are built.
- **Improve library service to outreach centers**
- **Expand Opportunities for Students to become Information**
- **Maintain and Improve library resources for students, faculty and staff**
- **Maintain Currency of Library Technology**
- **Expand awareness of library resources and services**
- **Develop Comprehensive Assessment Plan for Library Instruction and Services**
- **Contribute to Student Success and Retention**
- **Beautify the library as much as possible**

1. Initiative Title: <u>Maintain and Improve Library Resources for Students, Faculty and Staff</u>

Division Priority: ___1____

2. How is the initiative linked to your Program Outcomes Analysis for last year? What program level outcomes do you expect to achieve?

As identified in the self-study and subsequent site visit, the budget for Library resources is inadequate to the population we serve. It remains an ongoing objective to make the best use of the library's budget, and identify other sources of funding to support these efforts.

▪ *Program Outcomes*
  o Evaluate use of all subscription databases to determine cost-effectiveness. Drop and add subscriptions as warranted by this evaluation.
  o Reduce age of collection by two years
  o Continue access to library materials through the Summit Union catalog of 27,000,000 titles
  o Increase borrowing and lending of materials by 20%
  o Participate in shared collection development efforts of the Orbis Cascade Alliance
  o Upgrade classroom instructional technology (see also Initiative #4 – Library Technology)

3. Describe the initiative
▪ *How does this initiative align with the strategic directions of the college?*
  o …providing exemplary teaching and learning experiences and student support services.
  o Create a diverse and inclusive learning college

▪ *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
  o Identify collection areas that are inadequate or outdated, focus resources on improvement; librarians will identify specific areas in most need of weeding/updating in 2006/07
  o Continue membership in the Orbis Cascade Alliance and Summit Borrowing
  o Continue subscription to online full-text databases
  o Acquire new online full-text databases that support professional technical programs
  o Remodel CEN310 for interlibrary loan work space

▪ *What is the need or intended use? How was that need assessed? What is your evidence of the need?*
  o Collection Development Reports indicate average publication date of collection as @1978.
  o Participation in Summit provides access to over 26,000,000 additional library materials. Because of this cost effective approach to access, the College made a commitment to its continuance as an extremely cost-effective way to provide access to a large collection of library materials.
  o Successful participation in Summit requires adequate space in which to process incoming and outgoing materials in a timely fashion.
  o Accreditation standards stipulate that library resources be adequate, current, and available wherever and whenever programs are offered

▪ *Given college resources, is it feasible? Is it an efficient use of college resources*
  o Yes
  o *What would be the campus location of this request/project?*
  o Library; Web Site

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- o *How many students (per year) will benefit*
- o All students, faculty, and staff, as well as students, faculty and staff in other Alliance institutions potentially benefit
- o *How will students benefit?*
- o By timely access to 33 academic college library collections, and by access to more recent and relevant print materials in the Lane library and online.

Section II: Linking Planning to Budgeting - If you need Resources:

4. Describe the resources needed
- ▪ *Please be specific about the actual equipment/resources that you need. In addition, complete the Initiative Spreadsheet for each resource requested.*
    - o Continued support for subscription to online databases – Student Tech Fee Fund - $35,000
    - o Increased online opportunities to access information supporting nursing and allied health careers, and other professional technical programs – Perkins Fund - $15,000
    - o 2006/07 Membership Fee – Orbis Cascade Alliance – General Fund - $12,000
    - o 2006/06 Fee – Summit Courier – General Fund - $5,000
    - o Travel and Lodging Costs to attend Council meetings @7/year - $2,100
    - o Remodel of CEN310 for inter-library loan/Summit activities – Facilities - $5,000

5. List the possible funding sources – See Above
- ▪ *Can this project be partially funded?*
    - o Yes
- ▪ *If so, what portion could be funded at what minimum cost?*
    - o *We'll make do with whatever we get*
- ▪ *If the funding source is Carl Perkins, how does the request meet one or two of the Carl Perkins act goals?*
    - o The request for support of nursing and allied health databases, particularly as a result of the College's participation in OCNE, meets the Perkins objective of "Improving the academic and technical skills of students participating in technical education by strengthening the academic components of such programs to enable students to meet state's academic content standard."

6. Provide ORG & PROG codes
ORG – 525001 PROG – 21000

Section I: Planning
1. **Initiative Title: <u>Maintain Currency of Library Technology</u>   Division Priority: ____2___**

2. **How is the initiative linked to your Program Outcomes Analysis for last year? What program level outcomes do you expect to achieve?**
   - Library service and instruction are dependent upon up-to-date technology for ease of navigation, access and timely response to research requests.
   - Library service and instruction are also dependent on staff having current technology to develop publicity, instruction packets and other assignment materials
   - We expect the learning process at the library to be unhampered by such barriers as out-of-date computers and other equipment, and insufficient connectivity

3. **Describe the initiative**
   - *How does this initiative align with the strategic directions of the college?*
     o …"providing exemplary teaching and learning experiences and student support services."
     o "Create, enhance, and maintain…facilities that are…well-equipped…environmentally sound."
   - *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
     o Upgrade Instructor station in Library classroom CEN250
     o Upgrade 24 PC's in Library classroom CEN250
     o Replace 5-7 year old CRT monitors in public areas with 12 – 17" flat panel monitors
     o Receive reimbursement for additional printing costs resulting from online class registration and hosting book voucher system
     o Renew SSL certificate to insure appropriate and legal access to subscription databases
     o Provide laptop ports in library study rooms
     o Add data ports for SAN in SW corner of the 3rd floor
   - *What is the need or intended use? How was that need assessed? What is your evidence of the need?*
     o To meet accreditation standards, libraries must provide students with current equipment. This becomes ever more important and library resources migrate to online formats. In addition, library instruction must be provided with state-of-the art technology so that the focus can be on the content of the presentation, not the foibles of the equipment with which it is delivered.
   - *Given college resources, is it feasible? Is it an efficient use of college resources?* Yes
   - *What would be the campus location of this request/project?* Library Building
   - *How many students (per year) will benefit?* All
   - *How will students benefit?* By having up-to-date equipment to use for research

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Section II: Linking Planning to Budgeting - If you need Resources:

4. Describe the resources needed
   - *Please be specific about the actual equipment/resources that you need. In addition, complete the Initiative Spreadsheet for each resource requested.*
     o Upgrade Instructor station = $800 – General Fund

- o Upgrade 24 classroom PC's = $19,200 - TACT
- o Replace ADA CRT monitor in classroom with 20" flat panel monitors = $700 – TACT
- o Replace 5-7 year old CRT monitors in public areas with 12 – 17" flat panel monitors = $3,600 – TACT
- o 12 data ports @ $100 port = $1200 - TACT
- o electrical ports @ $60 port = $720 - TACT
- o Reimbursement for additional student printing costs = $4,000 - TACT
- o Renew SSL certificate that provides secure user authentication via the web to library resources and personal account information - $300 - General Fund
- o Purchase color printer for staff use - $500 – General Fund

5. List the possible funding sources – See Above
- ▪ *Can this project be partially funded?* Yes
- ▪ *If so, what portion could be funded at what minimum cost?* We'll use whatever we receive

6. Provide ORG & PROG codes
ORG – 525001
PROG – 210000

Section I: Planning

1. Initiative Title: <u>Expand opportunities for information literacy</u> **Division Priority: ___3____**

2. **How is the initiative linked to your Program Outcomes Analysis for last year? What program level outcomes do you expect to achieve?**
   - Research indicates that information literacy is more effective when embedded in course content. And all Lane certificated programs have now identified a learning outcome specific to the demonstration of information literacy. The proposed Instructional Technology Plan also emphasizes the acquisition of information literacy as a core ability. As a result, the Library's program outcomes analysis identified the need to broaden diversity of learning opportunities and infusion of information literacy concepts into broader curriculum.
   - Program level outcomes expected are:
     o Increase number of students receiving information literacy instruction by 10%.
     o Collaborate with faculty in at least 3 professional technical programs to determine methods of achieving their stated library learning outcomes.
     o Full participation in the Oregon Consortium for Nursing Education

3. **Describe the initiative**
   - *How does this initiative align with the strategic directions of the college?*
     o Foster the personal, professional, and intellectual growth of learners by providing exemplary and innovative teaching and learning experiences
     o Promote professional growth and provide increased development opportunities for staff both within and outside the College
   - *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
     o Develop one-credit "modules" and/or weekend workshops, that can be used with learning communities, professional technical programs, special populations
     o Work with faculty in Professional Technical programs to identify ways to meet library learning outcomes
     o Develop information literacy tools to support faculty in achieving their course learning outcomes
   - *What is the need or intended use? How was that need assessed? What is your evidence of the need?*
     o While information literacy is an important ability for tomorrow's workforce and citizenry, traditional ways of providing this instruction are very limited in the number of individuals who can receive it. The purpose of this initiative is to develop methods of instructional delivery that reach a larger population, and do so within the context of the program, discipline, or specific course.
     o Research indicating that course-embedded library instruction is very effective
     o Number of questions received by students at the reference desk
     o Nature and complexity of class assignments; assignments that do not reflect range of library resources now available to faculty, staff and students, or which could use some design assistance to be more effective

- *Given college resources, is it feasible? Is it an efficient use of college resources?*
  - Some additional resources for curriculum development over the summer would be required, but this seems feasible and an efficient use of college resources.
- *What would be the campus location of this request/project?*
  - Library classroom
  - Campus classrooms
- *How many students (per year) will benefit?*
- *How will students benefit?*
  - By achieving greater competency in identifying information sources, developing a search strategy, evaluating information, and using it effectively, ethically, and legally in their research and communication.

Section II: Linking Planning to Budgeting - If you need Resources:

Describe the resources needed - *Please be specific about the actual equipment/resources that you need. In addition, complete the Initiative Spreadsheet for each resource requested.*
- Curriculum Development Funding – 100 hours @ $27.00/hour +OPE

4. List the possible funding sources
- Curriculum Development Fund
- New General Fund
- *Can this project be partially funded?*
  - Yes
- *If so, what portion could be funded at what minimum cost?*
  - We'll make do with what we are given

5.   Provide ORG & PROG codes
ORG – 525001
PROG – 210000

Section I: Planning
1. **Initiative Title: Expand <u>Services and Instruction to Florence and Cottage Grove centers</u>**

    Division Priority: ___4____

2. **How is the initiative linked to your Program Outcomes Analysis for last year? What program level outcomes do you expect to achieve?**
    - Establishing service and instruction to outreach centers was a high priority in last year's Unit Plan. Although the library now has a liaison librarian to Florence and Cottage Grove, and has already provided classroom and individual instruction, much more work needs to be done in this area.
    - Program Outcomes:
        - Contribute to student success and retention, by demonstrating to students that research and information literacy skills are critical success factors for freshman survival
        - Students are familiar with services and resources available to them through the library
        - Instructors have resources and tools to aid in their instructional efforts
        - Increase community awareness of LCC's Library services to residents living in Western Lane County.

3. **Describe the initiative**
    - *How does this initiative align with the strategic directions of the college?*
        - By providing exemplary teaching and learning experiences and student support services
        - By building organizational capacity and systems to support student success
    - *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
        - Develop collection of online reference works available to students, faculty and staff Cottage Grove and Florence, such as the Encyclopedia Britannica Online, and expand online full-text databases
        - Develop assessment tools to measure success/effectiveness, e. g. instructor feedback form and satisfaction surveys
        - Establish and promote regular schedule of availability for onsite library instruction and research assistance
        - Establish courier service to the Florence and/or Cottage Grove sites so that items requested through the Summit Catalog (@27,000,000 items) can be delivered directly to outreach campus students
        - Improve online access to databases
        - Improve off-site access to reference assistance
        - Initiative collaborative efforts with local public libraries
        - Implementation of a "Virtual Reference" service via the LCC Library's homepage. This would in involve the purchasing of the software package Ask A Librarian from Tutor.com.
        - Feedback from the academic team at the Florence and Cottage Grove Center.
    - *What is the need or intended use? How was that need assessed? What is your evidence of the need?*
        - Until Fall 2005, in-person library service to any but 30th Ave. students was virtually non-existent. This meant that not all of Lane students had equal access to resources.
        - Fall 2004 Accreditation site visit noted the lack of services to outreach centers
        - Accreditation Standard 5 stipulates that library services and resources are available whenever and wherever programs are offered.

- o Lane participation in Oregon Consortium for Nursing Education increases need for library resources wherever nursing programs are offered.
- *Given college resources, is it feasible? Is it an efficient use of college resources?*
  - o Yes. It is cost effective, we have faculty enthusiastic about this project, and it meets basic standards to further student learning and retention.
- *What would be the campus location of this request/project?*
  - o Florence and Cottage Grove, Library Web site
- *How many students (per year) will benefit?*
  - o Potentially all non-30th Ave. and distance learning students
- *How will students benefit?*
  - o By having information available and accessible from wherever the students, faculty and staff are, and by having access to personal library instruction and assistance in their research needs.

Section II: Linking Planning to Budgeting - If you need Resources:

4. **Describe the resources needed**
- *Please be specific about the actual equipment/resources that you need. In addition, complete the Initiative Spreadsheet for each resource requested.*
  - o The library's travel/training budget is $1,500 for the entire library staff. It is inadequate to support regular travel to our outreach centers. We are requesting $2,300 to cover one weekly round trip to each of the Cottage Grove and Florence sites during the year.
  - o Coverage of the cost of Summit courier service two days/week. The 30th Ave. campus has daily delivery of items requested through the Summit Catalog. Items requested by Florence and Cottage Grove students must then be mailed to them. Cost of a two day/week delivery directly to these outreach centers would be $238/month per center for courier and administrative fee
  - o Cost of core online reference collection (including Encyclopedia Britannica) - Cost $5,000 recurring

5. **List the possible funding sources**
- *Can this project be partially funded?*
  - o Yes
- *If so, what portion could be funded at what minimum cost?*
  - o We'll make do with whatever is possible.

6. **Provide ORG & PROG codes**
ORG – 525001
PROG – 210000

Section I: Planning

1. **Initiative Title: <u>Develop comprehensive plan for matching library resources with student/staff needs, publicizing resources, and training in their use</u>**

   Division Priority: __5_____

2. **How is the initiative linked to your Program Outcomes Analysis for last year? What program level outcomes do you expect to achieve?**

   ▪ Developing a comprehensive marketing plan was a high priority of the 04/05 (for 05/06) unit plan, and the redesign of the library web site in summer 04 increased ease and frequency of use of resources. Remaining elements of a comprehensive marketing plan, however, were not completed, and remains a high priority.

   ▪ We expect to increase number of students and staff who are aware of library resources by 10%

   ▪ We expect to increase on-site and remote use of library resources by 10%

3. **Describe the initiative**

   ▪ *How does this initiative align with the strategic directions of the college?*
     o Build organizational capacity and systems to support student success and effective operations

   ▪ *What will the product, innovation, or change of this initiative be? Please be as specific as possible*
     o Utilize feedback from assessment data to develop target populations and resources
     o Develop a plan for publicizing and educating Lane students and staff about the availability and potential of the Library's collection, instruction and services
     o Development and distribution of publicity such as bookmarks, magnets, brochures, advertising schedule, display schedule, liaison schedule
     o Work with College marketing and other stakeholders

   ▪ *What is the need or intended use? How was that need assessed? What is your evidence of the need?*
     o The Library's collection represents an enormous investment by the College that is continually increasing in complexity and relevancy, and about which only a small percentage of Lane's students and staff are well-informed. The Library's resources are intended to be used by all of Lane's constituents, and it is staff's responsibility to provide appropriate marketing of the awareness and use of those resources.

   ▪ *Given college resources, is it feasible? Is it an efficient use of college resources?* Yes

   ▪ *What would be the campus location of this request/project?*

   ▪ *How many students (per year) will benefit?* All

   ▪ *How will students benefit?* By increased awareness of services sources of excellent information to answer their academic and personal research needs.

Section II: Linking Planning to Budgeting - If you need Resources:

4. **Describe the resources needed**
   ▪ Some additional funds for printing costs may be required = $5,000 – General Fund

5. **List the possible funding sources**
   ▪ *Can this project be partially funded?* Yes
   ▪ *If so, what portion could be funded at what minimum cost?* We'll develop what we can with what we have.

6. ORG and PROG codes: ORG – 525001   PROG – 210000

Section I: Planning

1. **Initiative Title: <u>Contributing to Student Success and Retention</u>   Division Priority: ___6___**

2. **How is the initiative linked to your Program Outcomes Analysis for last year? What program level outcomes do you expect to achieve?**
   - Library staff participated in several important College-wide efforts last year, and now needs to participate more directly in furthering student success and persistence
   - We expect a majority of students surveyed to respond that library instruction and/or services had a positive effect on their ability to remain and to succeed in school.

3. **Describe the initiative**
   - *How does this initiative align with the strategic directions of the college?*
     - Foster the personal, professional, and intellectual growth of learners…services.
     - Create a diverse and inclusive learning college
     - Create, enhance and maintain inviting and welcoming facilities that are safe…sound.
     - Build organizational capacity and systems to support student success and effective operations.

   - *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
     - Continued presence on SAGA Committee
     - Home page and key resource pages available in other-than English
     - Inclusion in EOAR, Fall Kick-Off Activities
     - Survey students about role of library in their efforts
     - Develop bilingual signage, brochures
     - Develop instruction tailored to special needs/at risk populations, e. g. TRiO, ESL, Women in Transition
     - Coordinate with other Lane articulation efforts with high school students, librarians and teachers
     - Library staff training from Disability Services
     - Hone customer service skills
   - *What is the need or intended use? How was that need assessed? What is your evidence of the need?*
     - College Strategic Directions and College-wide efforts
     - Senate Bill 342 regarding preparedness of high school students
   - *Given college resources, is it feasible? Is it an efficient use of college resources?* Yes
   - *What would be the campus location of this request/project?* Everywhere
   - *How many students (per year) will benefit?*
   - *How will students benefit?* From having another College department which is informed and proactive about how to make their learning experience a successful one

Section II: Linking Planning to Budgeting - If you need Resources:

4. **Describe the resources needed**
   Please be specific about the actual equipment/resources that you need. In addition, complete the Initiative Spreadsheet for each resource requested
   - Printing and Graphics costs for development of bilingual materials = $2,000 – General Fund

5. **List the possible funding sources**
- *Can this project be partially funded?* Yes
- *If so, what portion could be funded at what minimum cost?*

6. **Provide ORG & PROG codes**

ORG – 525001
PROG – 210000

Section I: Planning
1. **Initiative Title: Develop Comprehensive Library Assessment Plan**

   Division Priority: ___7____

2. **How is the initiative linked to your Program Outcomes Analysis for last year? What program level outcomes do you expect to achieve?**
   ▪ It became clear in preparing for the accreditation site visit that the library lacked a comprehensive way of assessing its instruction and services
   ▪ We expect this plan to result in a portfolio of assessment instruments; e. g. surveys, identified data collection sources, etc. to provide baseline information on the level of student learning, engagement and success that the library provides
   ▪ We also expect this plan to result in more efficient and effective use of facilities, equipment, and fiscal and human resources; and provide direction for participation in consortial opportunities and shared collection development efforts

3. **Describe the initiative**
   - *How does this initiative align with the strategic directions of the college*
     o Commit to a culture of assessment of programs, services and learning.
   - *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
     o Comprehensive assessment plan that includes methods/instruments to measure:
       ❖ Formal Instruction
       ❖ Informal Instruction
       ❖ Print and Online Collection
       ❖ Support services such as cataloging, circulation and computer services
       ❖ Support for College mission, vision and values
       ❖ Student Retention
       ❖ Student Learning
       ❖ Student Engagement and Satisfaction
       ❖ Adequacy of Facilities and collection
       ❖ Fulfillment of NWCCU Standard 5 elements
     o Develop surveys, work with faculty to develop pre-and post instruction evaluations, revise instructional and service outcomes, include faculty, staff and students in planning efforts
     o Identify core data to aid in evaluating service and instruction outcomes
   - *What is the need or intended use? How was that need assessed? What is your evidence of the need?*
     o Accreditation report – recommendation to develop a plan of assessment
     o Inadequate data to optimize usefulness of resources and services
   - *Given college resources, is it feasible? Is it an efficient use of college resources?* Yes
   - *What would be the campus location of this request/project?*
   - *How many students (per year) will benefit*? All, because of consequent improvement in resources and services
   ▪ *How will students benefit?* – By having a more legitimate voice in shaping the resources and services offered by the Lane Library, and by the orientation of all instruction and services to enhancing student retention, learning, satisfaction, and engagement

Section II: Linking Planning to Budgeting - If you need Resources:

4. **Describe the resources needed**
   - None needed

VP/AVP/ED Responsible	Division/Unit	Division Priority	Date of Initiative	Expected completion date	Initiative Title	Resource Description	$$	Recurring / Nonrecurring	Resource Type (mark with an "X")				Funding Sources (mark with an "X")						
									Payroll	Equipment	Space	Other	Existing	New Gen Fund	Carl Perkins	Stud Tech Fee	Curr Dev	Recruitment	Other
DK	Library	1	7/1/2006	12/15/2006	Maintain and Improve Library Resources	Online databases to support OCNE and other professional technical programs	$15,000.00	R				X	X	X	X				X
DK	Library	1	7/1/2006	12/15/2006	Maintain and Improve Library Resources	Continue current subscription to general online full-text databases	$35,000.00	R				X	X			X			X
DK	Library	1	7/1/2006	12/15/2006	Maintain and Improve Library Resources	Annual membership fee - Orbis Cascade Alliance	$12,000.00	R				X	X						X
DK	Library	1	7/1/2006	12/15/2006	Maintain and Improve Library Resources	Annual Courier Fee - Orbis Cascade Alliance	$ 5,000.00	R				X	X						X
DK	Library	1	7/1/2006	12/15/2006	Maintain and Improve Library Resources	Costs of staff participation on Orbis Councils	$ 2,100.00	R				X	X						
DK	Library	1	7/1/2006	12/15/2006	Maintain and Improve Library Resources	Remodel CEN310 for interlibrary loan to Summit	$ 5,000.00	N			X		X						X
DK	Library	2	7/1/2006	12/30/2006	Maintain Currency of Library Technology	Update instructor station in library classroom	$ 850.00	N		X			X						
DK	Library	2	7/1/2006	12/30/2006	Maintain Currency of Library Technology	Replace ADA CRT with 20" flat panel in classroom	$ 700.00			X			X			X			X
DK	Library	2	7/1/2006	12/30/2006	Maintain Currency of Library Technology	Replace student PC's in library classroom	$ 19,200.00	N		X			X			X			X
DK	Library	2	7/1/2006	12/30/2006	Maintain Currency of Library Technology	Replace monitors in remaining student areas	$ 3,600.00	N		X			X			X			X
DK	Library	2	7/1/2006	12/30/2006	Maintain Currency of Library Technology	Reimbursement for student printing costs	$ 4,000.00	R				X	X			X			
DK	Library	2	7/1/2006	12/30/2006	Maintain Currency of Library Technology	Color Printer for Staff	$ 500.00	N		X			X	X					
DK	Library	2	7/1/2006	12/30/2006	Maintain Currency of Library Technology	Add data ports for SAN	$ 1,920.00	N		X			X	X		X			
DK	Library	2	7/1/2006	12/30/2006	Maintain Currency of Library Technology	Renew SSL certificate	$ 300.00	R				X	X	X					
DK	Library	3	7/1/2006	12/30/2006	Expand Opportunities for Information Literacy	Develop 1 credit modules and workshops (100 hours curriculum development)	$3,750.00	N	X				X				X		
DK	Library	4	9/6/2006	6/30/2007	Expand Library Services and Instruction to Florence and CG Centers	Mileage Reimbursement	$2,300.00	R				X	X					X	
DK	Library	4	9/6/2006	6/30/2007	Expand Library Services and Instruction to Florence and CG Centers	Summit Courier Delivery	$2,856.00	R				X	X						
DK	Library	4	9/6/2006	6/30/2007	Expand Library Services and Instruction to Florence and CG Centers	Core Online Reference Collection	$5,000.00	R				X				X			X
DK	Library	5	7/1/2005	9/30/2006	Develop comprehensive PLAN FOR matching library resources with constituent needs, publicity (i. e. marketing plan)	Printing and Graphics Costs	$ 5,000.00	N				X						X	
DK	Library	6	7/1/2005	6/30/2007	Contributing to Student Success and Retention	Bilingual materials	$ 2,000.00	N				X	X					X	
DK	Library	7	9/21/2005	9/30/2006	Comprehensive Library Assessment Plan	None Needed													