

Unit Planning for Instruction, Student Services & CEWD
Division: Library

INITIATIVE NARRATIVE
FOR 2007-08 Implementation (pending funding approval)

Each initiative should be linked to the needs identified through Section III or from the 2005-2006 unit plans. Note that each division will submit only the top initiatives, comparable to the funding you've received in past years, and divisions are empowered to use their division-approved processes for selecting top priorities. When proposing an initiative(s), use the following structure for each initiative proposed:

Division Priority: 1

Please adhere to Approved List of Divisions for prioritization.

Initiative Title: Enhance and Market Library Resources

Definition: An initiative is a set of planned actions to produce a desired outcome. Each planned action may be a line item.

1. How is the initiative linked to your 2005-2006 unit plans or Plans for Budget Development? 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 to optimize access to library resources.

Program Outcomes are:

- *Improvement of the library's general collection through:*
 - A rigorous evaluation of content and usage of online full-text periodical databases, and addition of new databases that support general education objectives and the acquisition of core abilities.
 - Reduction in the age of the library's print collection by two years through careful evaluation and weeding of materials
 - Provision of expanded access to materials outside the parameters of the library's core collection through continued membership in the Orbis Cascade Alliance and access to the shared Summit Union catalog of 27,000,000 titles
 - Participation in consortial discounts
 - Collaboration with teaching faculty in career and technical programs to identify resources which would meet the specific library outcomes of each program
- *Improvement of the library's support of career and technical programs through:*
 - Subscription to online databases targeted to specific programs, such as CINAHL and Medline Full-Text for health programs, Automotive Reference Center for automotive programs
 - Acquisition of core materials to support the College's participation in the Oregon Consortium for Nursing Education (OCNE)
- *Increase in usage of library materials by 5% through:*
 - Inclusion of online journal subscriptions in the library's catalog for easier access to the library's full collection
 - Aggressive marketing of the library's membership in the Orbis Cascade Alliance
 - Increasing publicity for, and training in use of, library's online resources
 - Extending library borrowing privileges to members of Lane Alumni Association (Club Lane)

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- Installation of live chat capability to provide real-time library support to distance learners, writing classes

2. Describe the initiative

- *How does this initiative align with the college priorities?*

This initiative aligns with the College's core values and strategic directions by:

- Supporting career and technical and lower division college transfer programs; foundational academic, language and life skills development; lifelong personal development and enrichment; and cultural and community services
- providing exemplary teaching and learning experiences and student support services.
- encouraging and expanding partnerships with organizations and groups in our community
- providing materials that support a diverse and inclusive learning college
- committing to a culture of assessment of programs, services and learning
- recognizing and respecting the unique needs and potential of each learner
- responding to environmental, technological and demographic change
- responsible stewardship of resources
- minimizing barriers to learning (access to resources)
- collaboration and partnership

This initiative aligns with College Council budget priorities by supporting:

- enrollment management objectives of workforce development, recruitment and retention, and partnerships with 4-year colleges and universities
- mandates for assessment
- efficiencies
- instructional redesign through leveraging technology

- *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
 - Improvement in currency, usefulness and awareness of library collection
 - Continued access to Orbis Cascade Alliance shared catalog (Summit)
 - Core collection of online databases that support general education and career and technical objectives
- *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 facility
 - Library website
- *How many students (per year) will benefit?*
 - All students, faculty, and staff, as well as students and former students, faculty and staff in other Alliance institutions potentially benefit
- *How will students benefit?*

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- By timely access to 33 academic college library collections, and by access to more recent and relevant materials in the Lane library and online.

3. Describe the resources needed

*Provide a brief description and \$\$ total here, in addition to including the Initiative Spreadsheet with this chapter. Please be specific about the actual equipment/resource that you need. Resources should be listed as line items and should be **prioritized by division**. The **line items** may be pulled out of separate initiatives and put in priority order.*

- \$30,000 - Continued support for subscription to general online databases
 - Source – Tech Fee – proposal is aligned with college council budget priorities, technology impacts students, aligns with College strategic directions, aligns with Learning Plan direction to enhance the learning environment, and aligns with Student Affairs Plan to strengthen and expand partnerships and assist students to explore and determine academic and career paths.
- \$15,000 - Continued support for subscription to databases supporting career and technical programs such as Nursing, Dental Hygiene, Automotive

Sources:

- Funding source - Tech Fee. See above for alignment with objectives for use of Tech Fee.

AND/OR

- Carl Perkins, through:
 - Alignment with college council budget priorities
 - Number of career and technical students served
 - History of use by program requesting funding (In 2005/06, students queried CINAHL online databases @3,000 times, Health Source Nursing 3,427 times, and Automotive Reference Center 2,773 times
 - Meeting the 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.”
 - Goal 1A – “Improve the academic ...strengthening the academic components of such programs to enable students to meet state’s academic content standards.”
- \$2,000 – for annual subscription to LiveHelper chat software
 - Funding source – Tech Fee
- \$5,000 – to purchase MARC records for online journal subscriptions for download into the library’s catalog
 - Funding source – Tech Fee
- \$600 – for printing of brochure describing library databases, with emphasis on those most useful to career and technical programs.
 - Funding source – Carl Perkins
- \$17,000 Annual Membership Fee for Orbis Cascade Alliance and attendant courier service
 - Funding source: - General Fund

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4. 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? Anything would help*

If the funding source is Carl Perkins:

- How does the request meet one or two of the Carl Perkins act goals?
 - See (3) above

5. Provide ORG & PROG codes

ORG – 525001

PROG – 210000

6. Do you have an active advisory committee that meets 2-3 times per year? What are your advisory committee plans for the coming year?

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INITIATIVE NARRATIVE
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Division Priority: 2

Please adhere to Approved List of Divisions for prioritization.

Initiative Title: **Maintain Currency and Functionality of Library Technology**

Definition: An initiative is a set of planned actions to produce a desired outcome. Each planned action may be a line item.

1. How is the initiative linked to your 2005-2006 unit plans or Plans for Budget Development? 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 (1) having current technology to develop publicity, instruction packets and other assignment materials, and (2) with the expertise and designated responsibility for providing technical support to all of the library's hardware, software and peripherals.

Program level outcomes expected:

We expect technology at the library to support the learning process by being current, fully functioning, adequate to meet student demand, up-to-date, and with on-site technical support.

2. Describe the initiative

- *How does this initiative align with the college priorities?*
 - By "providing exemplary teaching and learning experiences and student support services."
 - By creating, enhancing, and maintaining "...facilities that are...well-equipped...environmentally sound."
 - By leveraging technology in the service of instruction
- *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
 - Upgrade of public PC's, monitors, printer
 - Reimbursement for costs of printing, demand for which has greatly increased with the need to register online, print schedules to qualify for textbook vouchers, and the reduction in hours of the campus computer labs.
 - Ability to maintain library technology in working order, to respond to new technology needs to enhance student learning experience.
- *Given college resources, is it feasible? Yes*

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- *Is it an efficient use of college resources?* Yes. This request meets the requirements of the TACT fee in that it (1) is aligned with College priorities (2) impacts students and (3) is aligned with Learning Plan, Student Affairs Plan, and College strategic directions.
- In addition, the library lost its dedicated computer support in budget cuts last year, and the funding therefor; it also lost any carryover that might have made it possible to absorb some of the costs of this request within the library budget. And reductions in computer lab support and open hours have also increased the demand in the library for access to computer equipment and resources.
- *What would be the campus location of this request/project?* Library, 30th Ave. campus
- *How many students (per year) will benefit?*
 - All students who use the library – currently approximately 1,500 per day.
- *How will students benefit?*
 - By being able to conduct research using functional and up-to-date equipment, with on-site technical support when problems arise.

3. Describe the resources needed

*Provide a brief description and \$\$ total here, in addition to including the Initiative Spreadsheet with this chapter. Please be specific about the actual equipment/resource that you need. Resources should be listed as line items and should be **prioritized by division**. The **line items** may be pulled out of separate initiatives and put in priority order.*

Replace public pcs (1-24 + 2 kiosk pcs upstairs)	\$800	26	\$20,800
Replace 23 classroom monitors (17")	\$250	23	\$5,750
Printing supplies	\$4,000	1	\$4,000
On-site tech support provided by student workers – 20 hrs/week @\$7.80/hour	\$8,000	1	\$8,000
10 laptop computers for checkout and in-library use	\$1,500	10	\$15,000
Storage cart for laptop computers	\$1,800	1	\$1,800
Add duplexer to classroom pc (C8054A)	\$300	1	\$300
SSL Certificate expires 5/4/07)	\$300	1	\$300

4. List the possible funding sources – Tech Fee

- *Can this project be partially funded?* Yes, except that the laptops cannot be purchased unless funding is received for tech support as well. NOTE: The Instructional Technology Division is submitting an initiative to move the CEN 455 Computer Lab to the Library. This proposal includes the cost of 30 laptops. The library would not need laptops if the IT proposal is accepted.
- *If so, what portion could be funded at what minimum cost?* Anything would help, with the caveat noted above.

If the funding source is Carl Perkins:

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- How does the request meet one or two of the Carl Perkins act goals? N/A

5. Provide ORG & PROG codes

ORG – 525001

PROG - 210000

6. Do you have an active advisory committee that meets 2-3 times per year? What are your advisory committee plans for the coming year?

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Division Priority: 3

Please adhere to Approved List of Divisions for prioritization.

Initiative Title: Expand opportunities for information literacy

Definition: An initiative is a set of planned actions to produce a desired outcome. Each planned action may be a line item.

1. How is the initiative linked to your 2005-2006 unit plans or Plans for Budget Development? What program level outcomes do you expect to achieve?

- All Lane certificated programs are now required to identify learning outcomes specific to the demonstration of information literacy. Demonstration of general information literacy has also been identified as core ability for the College. 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:
 - Increase number of students receiving information literacy instruction by 10%.
 - Collaborate with faculty in at least 3 career and technical programs to determine methods of achieving their stated library learning outcomes.
 - Full participation in the Oregon Consortium for Nursing Education

2. Describe the initiative

- *How does this initiative align with the college priorities?*
Aligns with College priorities by:
 - Providing exemplary and innovative teaching and learning experiences
 - Promoting professional growth and provide increased development opportunities for staff both within and outside the College
 - Enhancing student retention
 - Partnering with four year colleges and universities
 - Leveraging technology in instructional redesign
- *What will the product, innovation, or change of this initiative be? Please be as specific as possible.*
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. Best practices also indicate that course-embedded library instruction is more effective at imparting research skills. The purpose of this

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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.

- Collaborate with faculty in at least 3 career and technical programs to determine specific library outcomes and methods of achieving them.
 - Embed information literacy instruction in College Success (CG 100) and/or First Year Experience (FYRED UP) courses
 - Develop new learning community that combines writing class with information literacy component
 - Develop one-credit modules to provide stand-alone library instruction, or which can be combined with classes in other disciplines; offer weekend workshops' include in learning communities; embed in career and technical programs; and serve the needs of special populations
 - Increase collaboration with faculty in transfer programs to identify opportunities for meeting information literacy requirement in new AAOT description (contingent on adoption thereof by JBAC)
 - Develop information literacy training opportunities to support faculty in achieving their course learning outcomes
- *Given college resources, is it feasible? Is it an efficient use of college resources?*
Yes. Some additional resources for curriculum development over the summer may be required, especially to develop curriculum for College Success and/or FYRED UP, but library faculty believe the majority of this work can be done within the parameters of current workload.
- *What would be the campus location of this request/project?*
- Library classroom
 - Campus classrooms
 - Library website
- *How many students (per year) will benefit? 300 – 1,000*
- *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.
 - By acquiring skills that will be useful both in their academic pursuits and in their lifelong learning pursuits

3. Describe the resources needed

*Provide a brief description and \$\$ total here, in addition to including the Initiative Spreadsheet with this chapter. Please be specific about the actual equipment/resource that you need. Resources should be listed as line items and should be **prioritized by division**. The **line items** may be pulled out of separate initiatives and put in priority order.*

Curriculum Development Funding – 100 hours @\$27.97/hour +OPE=\$3,667

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4. List the possible funding sources

Curriculum Development Funds

General Fund devoted to curriculum development

- *Can this project be partially funded?* Yes
- *If so, what portion could be funded at what minimum cost?*
 - Any amount would help

If the funding source is Carl Perkins:

- How does the request meet one or two of the Carl Perkins act goals? N/A

5. Provide ORG & PROG codes

ORG – 525001

PROG - 210000

6. Do you have an active advisory committee that meets 2-3 times per year? What are your advisory committee plans for the coming year? N/A