Annual Program Review Template 2023

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1. Number of full-time faculty in the program.

> 4

2. Number of part-time faculty in the program.

> 2

3. Number of staff in the program.

> 4

4. Do the above numbers reflect any staffing changes?

> Yes, In 2022-23 there were 5 full-time faculty, but 1 retired in June.

5. Refer to the most recent Comprehensive Program Review, what were the identified actions for improvement? Identify any current and/or new Strategic Goals.

> We grouped our actions for improvements into three categories: instruction, technology, and collections and services. They are as follows:
>
> Instruction:
>
> - Reevaluate SA-SLO #2
> - Revise LIBR10 COR through an equity lens
> - Develop student survey for library instruction sessions
> - Assess online asynchronous instructional offerings
> - Update information literacy modules in Canvas
>
> Technology:
>
> - Install functional security gates to track the number of people who enter the library
> - Investigate ways to collect demographic statistics from library computer workstations
> - Track the number of visitors to the library website
> - Ensure discoverability of electronic resources in Primo
>
> Collections and Services:
>
> - Re-evaluate SA-SLO #1
> - Create an SA-SLO that addresses access and utilization of the library by disproportionately affected students.
> - Develop Graphic Novel Collection
> - Develop Weeding Plan
> - Revise annual library student survey
> - Resource and service support for Sunnyvale students
> - Support for Baccalaureate Degrees

6. What actions identified in the Comprehensive Program Review (or most recent Annual Program Review if no Comprehensive Program Review) have you completed this year?

- Graphic Novel Collection has been developed. Without a Collection Development Librarian, there has not been a robust effort to continue developing the Graphic Novel Collection, but there is a form for the community to suggest graphic novel purchases that is regularly monitored.
- All online resources that are available to students at the main campus are also available to Sunnyvale students. Currently, the circulation staff has offered up to 12 hours of staffing throughout the quarter to ensure Sunnyvale students have access to physical materials for the quarter.

7. Explain your implementation timeline and if there have been any changes or updates.

Instruction:

- Complete revision of LIBR10 and LIBR10H CORS when the Title 5 updates are due June 2024. Timelines for other activities will be set when the Library Instruction team reconvenes Winter 2024.

Technology:

- Begin routine testing and create a shared "Known Issues" document to improve discoverability of electronic resources in PRIMO.
- Submit RFID conversion budget proposal Dec 1, 2023, that includes upgraded security gates.
- Continue conversations and CMS testing with ETS regarding implementation of Google Analytics to track library website usage.

Collections and Services:

- Through its participation in the 13-55 initiative, examine the retention of all students, with a focus on disproportionately affected students.
- Most of the Collections and Services Objectives have been put on hold until a new Collection Development Librarian is on board.
- Will reach out to Institutional Research to determine timeline for revising SA-SLOs and the Annual Library Student Survey.

8. Explain the evidence the program used to evaluate progress and provide an update on progress.

- The Library Instruction Team is using *Curriculum's Guiding Principles for Equitable COR*s, *The Course Outline of Record: A Curriculum Reference Guide Revisited*, and the OER textbook *Introduction to College Research*.
- The implementation of technology objectives hinges upon a successful funding request as new gates and systems must be purchased. The website tracking component should be implemented by the end of the Fall quarter.
- Resubmitting faculty request for a Collection Development Librarian which had a failed search last year.

9. Click the link and follow the instructions to the Disproportionate Impact dataset, then respond to the prompt below.

https://foothilldeanza-my.sharepoint.com/:b:/g/personal/20078222_fhda_edu/EctjgGNEurtMlb1n6ZQ5k3kBNTEjiE9G_kGSHMhfM1tsrA?e=yDcC7c

Identify the groups that are experiencing a disproportionate impact in the most recent year (highlighted in orange). In the text box below, provide the percentage point gap and the number of additional successes needed to erase the percentage point gap for each group.

Due to low enrollment in the course (18 in total) and only being taught once in the last academic year, the only disproportionately impacted group that can be identified is women. Ten women were enrolled in the course with a success rate of 60%.

10. Use this opportunity to reflect on your responses in this document. Include your closing thoughts.

The library submitted its Comprehensive Program Review Winter Quarter 2023 and revisions to reader feedback in Spring Quarter 2023. Therefore, there hasn't been much time to plan and implement identified actions for improvements so far. In addition, this semester the library has been focused on completing the Annual Library Data Survey which is mandated by Title 5. We anticipate that the Winter and Spring Quarters will see more progress, and that once a Collection Development Librarian is on-board next year, improvements for collections and services will be addressed more fully.

Click on the link below to view the Annual Program Review Rubric.

https://foothilldeanza-my.sharepoint.com/:w:/g/personal/20078222_fhda_edu/Ec2dqPH1B2RHinzFtnIz6sYB7-DOzW9lv1KkGyWdLuZkbg?e=CIfFMU

This form is completed and ready for acceptance.

Library

Rubric Annual Program Review

Criteria

The program's responses...

- align with the program's goals
- align with data
- are informed by data
- are within the control of the program
- have measurable outcomes

☑   Meets Expectations

☐   Needs Improvement

Feedback

N/A

This form is completed and ready for acceptance.

FOOTHILL-DE ANZA
Community College District

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