I. Committee Membership:

Beth Arnold	Christina Hoffmaster
Kathy Barfield	Dean Johnston
Annette Bever	Thomas McNeely
Misti Brock	Cassie Shaw
Terri Farabee	Stephen Stafford
John Hennington	Angela Ward

II. Committee Purpose and Responsibilities

Purpose: To facilitate planning, assessment, and review of learning resource facilities, equipment, programs, and practices.

Responsibilities:
1. To assist in conducting short and long-range planning for services and facilities.
2. To review and evaluate the library's mission in relation to the College purpose.
3. To promote the use of the library as an essential resource for learning and to evaluate the effectiveness of those resources.
4. To conduct and/or assist in appropriate studies which demonstrate institutional effectiveness.
5. To assist the Records Management Officer in providing for efficient, economical, and effective controls over the creation, distribution, organization, maintenance, use, and disposition of all Records Management records of the College.
6. To develop and maintain a comprehensive system of integrated procedures for the management of records consistent with the requirements of the Texas Local Government Records Act and accepted records management procedures.
7. To make recommendations to the President.

III. Follow up on Committee recommendations:
- Post library services video on library homepage.
- Request student assistance in developing a library orientation.
- Install a perpendicular sign at entrance to CCC Library.
- Distribute and collect faculty surveys during staff development in January.
- Update library surveys by replacing "fair" with "satisfactory" as an option for evaluating services.

IV. Library Survey Results

A. Student Survey of Library Services: Spring 2014 (On-site students-CCC and STC)

	Databases	Bk. Collection	Reference Assist.	Website	Environment	Computers	Printers
CCC	92% (93%)	88% (91%)	97% (94%)	94% (94%)	95% (93%)	96% (95%)	76% (83%)
Unaware databases were accessible off campus:				8% (6%)			
Unaware books could be requested from the Vernon collection:		79% (74%)					
STC	91% (76%)	94% (81%)	See explanation below.	95% (87%)	99% (84%)	97% (93%)	94% (89%)
Unaware databases were accessible off campus:				6% (17%)			
Unaware books could be requested from the Vernon collection:		42% (76%)					

	Hours	Overall Quality			
CCC	81% (69%)	Excellent 41% (39%)	Good 47% (43%)	Fair 11% (16%)	Poor 1% (1%)
STC	94% (89%)	Excellent 51% (38%)	Good 42% (47%)	Fair 5% (16%)	Poor 1% (0%)

In lieu of on-site assistance, the library has setup a designated computer to assist students virtually using Collaborate. Students were asked if they were pleased with the assistance they received with the online service. Of the 52 students utilizing the service, 51 students thought the library staff was helpful in addressing the information need. However, 20% of the respondents were unaware that virtual assistance was available via the designated computer.

B. Student Survey of Library Services: Spring 2014 (Seymour Nursing Program)

	Databases	Book Collection	Virtual Assistance	Website	ILL	Remote Procedure
Approval	92% (100%)	85% (100%)	80% (50%)	92% (100%)	67% (50%)	85% (83%)
Unaware			20% (50%)		33% (50%)	0% (17%)

Overall Quality			
Excellent 58% (70%)	Good 33% (20%)	Fair 8% (10%)	Poor

C. Faculty Survey of Library Services: Spring 2014

	ILL	Reference Assist.	Reserves	Instructional Support	Purchase Recommendations	Remote Database Access
Approval Ratings	77% (100%)	100% (96%)	90% (80%)	86% (80%)	80% (80%)	85% (67%)
Unaware	23%		10% (20%)	14% (20%)	20% (20%)	15% (33%)

	Excellent	Good	Average	Fair	Poor
Database Quality	51% (30%)	40% (52%)	3% (13%)	6% (0%)	0% (5%)
Print Collection	38% (23%)	38% (48%)	15% (19%)	6% (5%)	3% (5%)
Overall Quality	56% (42%)	41% (50%)	0% (8%)	2% (0%)	0% (0%)

/**V.** Vernon College Library Institutional Effectiveness Plan

   A. Expected Outcomes:
     1. **Ensure library resources, services, and facilities meet the needs of students and faculty as evidenced by approval ratings of at least 85%.**
      Items that fell below 85% approval include:
      a. Printers – **CCC** - 76%
      b. Hours – **CCC** – 81%

     2. **Ensure student and faculty awareness of the library's resources, services, and facilities as evidenced by data collected through library assessments.**
      a. Remote access to databases
      b. Access to main collection in Vernon
      c. Virtual library assistance at Seymour and STC
      d. ILL
      e. Reserve Services
      f. Library Instructional Support
      g. Purchase Recommendations

VI. Annual Action Plan 2013-2014: Objectives
   A. Development of online tutorials
   B. Extension of weekend hours of operation at CCC

VII. Updates
   A. Library Handbooks
   B. Research Guides
   C. ILL Procedures
   D. Video Tutorials
   E. SACS Fifth Year Report
   F. Promotional Initiatives

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