

 Library Services re-organization

 Public for this Department and lower

**Name of Unit:** Library Department

**Outcome Number:** Library 2

**Outcome Title:** Library Services re-organization

**How were the results from the prior year used to develop this outcome?:**

**Outcome Statement (SMART):** Library Services is undergoing a re-organization encompassing all four College libraries. Areas included; administrative oversight/reporting responsibilities, creation of a new position/job title, staffing re-deployment and hiring, revision of Library policies and Collection Management procedures , hours of operation and consolidation/standardization of services/functions including the budget.

**Alignment to Strategic Direction:**





**Is this outcome related to technology?:**

**1 (Required) - Assessment Method :** Complete a centralized organizational chart and centralize Library functions to include the Library budget.

**Assessment Method :**

-  [narrative](#)

**1 - Results & Analysis:** As a part of the overall restructuring of the College, Library Services were placed in the Division of Academic Success and Learning Resources. An assessment of needs within the internal reorganization of Library Services in certain areas such as staffing redeployment and hiring were based on library usage data, workload and enrollment figures, and number of course offerings. Revised Collection Management procedures were based on best practices, surveys and usage reports (FLVC).

-  [Collection Development Policies and Procedures\\_FINAL](#)
-  [library\\_policies](#)
-  [LibraryAdvisoryCommittee08-28-15-reviewed](#)
-  [ORG CHART 08052015 updated](#)

**2 (Optional) - Assessment Method :**

**2 - Results & Analysis:**

**3 (Optional) - Assessment Method :**

**3 - Results & Analysis:**

**Use of Results:** The Library Services Reorganization materials and organization charts were reviewed by the Library Advisory Committee on August 28, 2105 (see attached minutes under results and analysis). During this planning cycle, Library Services was able to revise and implement policy and procedures that strengthen standardization of services, more effective deployment of personnel and resource selection and offerings at campus Libraries. Implementation will continue into the next planning cycle.

**Additional Notes or Comments:**

**Progress:** Ongoing

**Responsible Roles:** No Roles Selected

**Recipient Roles:** No Roles Selected

**Start:** 7/1/2014

**End:** 6/30/2015

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