Welcome to Program Review

Berkeley City College - 2019

LIS - Service Area with Instruction - Library

Annual Program Update

Program Overview

Please verify the mission statement for your program. If your program has not created a mission statement, provide details on how your program supports and contributes to the College mission.

Program Total Faculty and/or Staff

Full Time

3 Faculty
1 Staff

Part Time

6 faculty
1 staff

The Program Goals below are from your most recent Program Review or APU. If none are listed, please add your most recent program goals. Then, indicate the status of this goal, and which College and District goal your program goal aligns to. If your goal has been completed, please answer the follow up question regarding how you measured the achievement of this goal.

Status

If Completed, What evidence supports completion of

In-Progress

College Goal

Raise College Competence: Raise student skills and competencies, and expand their learning experiences, so that they can successfully complete their college program.

District Goal

Build Programs of Distinction

this goal? How did you measure the achievement of this goal?

Status

In-Progress

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

College Goal

Raise College Competence: Raise student skills and competencies, and expand their learning experiences, so that they can successfully complete their college program.

District Goal

Build Programs of Distinction

Status

In-Progress

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

College Goal

Raise College Competence: Raise student skills and competencies, and expand their learning experiences, so that they can successfully complete their college program.

District Goal

Build Programs of Distinction

Status

If Completed, What evidence supports completion of

In-Progress

College Goal

Strengthen Resilience: Strengthen BCC students' abilities to become self-directed, focused and engaged in the pursuit of transformative, life-long learning experiences that result in personal and academic success.

District Goal

Advance Student Access, Equity, and Success

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

Status

In-Progress

College Goal

Increase Transfer and Transfer Degrees: Ensure that all of BCC's programs of study and transfer pathways for degrees prepare students, in a timely manner, for multiple transfer options.

District Goal

Develop and Manage Resources to Advance Our Mission

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

Status

In-Progress

College Goal

Raise College Competence: Raise student skills and competencies, and expand their learning experiences, so that they can successfully complete their college program.

District Goal

Build Programs of Distinction

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

Status

If Completed, What evidence supports completion of

In-Progress

College Goal

Strengthen Resilience: Strengthen BCC students' abilities to become self-directed, focused and engaged in the pursuit of transformative, life-long learning experiences that result in personal and academic success.

District Goal

Strengthen Accountability, Innovation and Collaboration

this goal? How did you measure the achievement of this goal?

Status

In-Progress

College Goal

Ensure Institutional Sustainability: Increase BCC's impact in education through innovation, internal and external collaboration and partnerships, and sufficient resources, both short-term and long-term.

District Goal

Develop and Manage Resources to Advance Our Mission

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

Status

In-Progress

College Goal

Ensure Institutional Sustainability: Increase BCC's impact in education through innovation, internal and external collaboration and partnerships, and sufficient resources, both short-term and long-term.

District Goal

Develop and Manage Resources to Advance Our Mission

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

Status

In-Progress

College Goal

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

Ensure Institutional Sustainability: Increase BCC's impact in education through innovation, internal and external collaboration and partnerships, and sufficient resources, both short-term and long-term.

District Goal
Develop and Manage Resources to Advance Our Mission

Status

In-Progress

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

College Goal

Raise College Competence: Raise student skills and competencies, and expand their learning experiences, so that they can successfully complete their college program.

District Goal
Develop and Manage Resources to Advance Our Mission

Status

In-Progress

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

College Goal

Raise College Competence: Raise student skills and competencies, and expand their learning experiences, so that they can successfully complete their college program.

District Goal
Develop and Manage Resources to Advance Our Mission

Describe your current utilization of facilities, including labs and other space

Program Update

Semester End Enrollment/Usage Pattern

Review your Semester End Enrollment by setting the filter to your college and subject
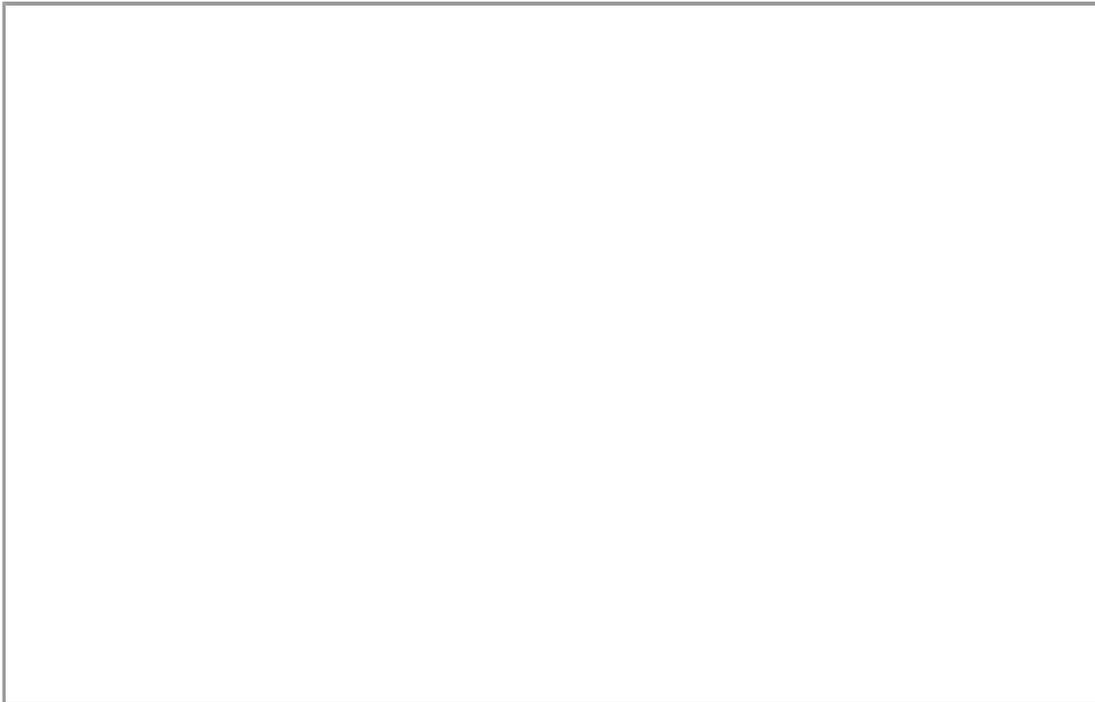
Using the dashboard, review and reflect upon the data for your program. Describe any significant changes and discuss what the changes mean to your program. Consider whether performance gaps exist for disproportionality impacted students. Focus upon the most recent year and/or the years since your last comprehensive program review. Cite data points from the dashboard to support your answer.

Describe the department's progress on Student Learning Outcomes (SLOs) and/or Administrative Unit Outcomes (AUOs) since the last Program Review/APU. If your discipline offers a degree or certificate, please describe the department progress on Program Learning Outcomes (PLOs).

Describe the outcomes and accomplishments from previous year's funded resource allocation request.

Brief description of funded request	Source (any additional award outside your base allocation)	Total Award Amount	Outcome/Accomplishment

In the boxes below, please add improvement actions and resource requests that are directly related to the questions answered in this section. If there are no improvement actions or resource requested in this area, leave blank.

Improvement Actions	Improvement Action

Improvement Action

Action Item	Description	To be completed By	Responsible Person

Resource Request

Personnel	Classified Staff

% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs

Total Costs

Improvement Action

Action Item	Description	To be completed By	Responsible Person

Resource Request

Personnel	Full-time Faculty		
% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs

Total Costs

Improvement Action

Action Item	Description	To be completed By	Responsible Person

Resource Request

Library   Library Collections

Description/Justification   Estimated Cost

Resource Request

Library   Library Collections

Description/Justification   Estimated Cost

Resource Request

Technology and
Equipment

New

Description/Justification

Estimated Cost

Resource Request

Supplies

Instructional
Supplies and
Materials

Description/Justification

Estimated Cost

Resource Request

Library   Library Collections

Description/Justification   Estimated Cost

Improvement Action

Action Item   Description   To be completed By   Responsible Person

Resource Request

Supplies   Noninstructional
                               Supplies and
Description/Justification   Materials   Estimated Cost

Improvement Action

Action Item   Description   To be completed By   Responsible Person

Resource Request

Technology and Equipment	New
Description/Justification	Estimated Cost

Resource Request

Technology and
Equipment   New

Description/Justification   Estimated Cost

Resource Request

Technology and
Equipment   New

Description/Justification   Estimated Cost

Resource Request

Technology and
Equipment   New

Description/Justification   Estimated Cost

Resource Request

Technology and
Equipment   New

Description/Justification   Estimated Cost

Resource Request

Technology and
Equipment

New

Description/Justification

Estimated Cost

Resource Request

Technology and
Equipment

New

Description/Justification

Estimated Cost

Resource Request

Technology and
Equipment

Replacement

Description/Justification

Estimated Cost

Resource Request

Technology and
Equipment

Replacement

Description/Justification

Estimated Cost

Resource Request

Technology and   New
Equipment

Description/Justification   Estimated Cost

Resource Request

Choose an Option

Resource Request

Choose an Option

Resource Request Summary

Total Cost: $397740
Total Resource Request: 20

Program Update
Personnel

Type	% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs	Total Costs
Classified Staff	100	at least one additional classified staff person is needed to maintain the library's current operating hours to accreditation standards. *An additional library	47000	16171	63171

technician is needed if we add additional service points with a new footprint College Goals: II, V - previously requested in numerous APUs and PRs -district wide circulation data (see attached charts). BCC circulates over ½ the District's library materials and has the fewest # of classified staff

Full-time Faculty	100	1 FTE librarian is needed to lead our learning communities programming, assist in OER search with faculty, and serve as a lead on our non-credit certificate and GP participation College Goals: II, V -previously requested in numerous APUs and PRs	61947	16953	78900

Sub-Total: $142071

Professional Development

No Resources found for this category

Technology and Equipment

Type	Description/Justification	Estimated Cost
New	$3,500 yr additional for supplies such as new calculators, whiteboard refresh in our study rooms, chargers for students College Goals: V Per CCC Long-Range Master Plan & BCC EMP-commit to the challenges of Unmet Student Needs & Demand for Technology & Online Education	3500
New	Wireless printing system (GoPrint or PrinterOn)/to streamline technology services and keep pace with technology plans	23400
New	Print card machine that takes credit cards	17600
New	Standing desk for the reference area (WorkFit-SR, 1 Monitor, Sit-Stand Desktop Workstation)	700
New	44 Chromebooks with shells to expand the number of Chromebooks available [to support student success increase student access to tools needed for education.]	17600
New	20 Chromebook carrying cases and chargers, to enable 1 day check outs of our older chromebooks [to support student success increase student access to tools needed for education.]	2000
New	20 mobile hotspots 2gb month ($50/month) to support student success increase student access to tools needed for education.	12000
New	1 chromebook cart (40 capacity) to house requested new chromebooks	1750
Replacement	20 chromebooks replacement	8000
Replacement	16 desktops to refresh computers used by students	25000
New	3 receipt printers to support new library service platform	900

Sub-Total: $112450

Supplies

Type	Description/Justification	Estimated Cost
Instructional Supplies and Materials	$1,500 additional for book processing supplies College Goals: V ACRL Standards for Libraries in Higher Education	1500
Noninstructional Supplies and Materials	$2,000 yr additional for color printer cartridges, pens, colored paper $500 outreach & event programming materials College Goals: V	2500

Sub-Total: $4000

Facilities

No Resources found for this category

Library

Type	Description/Justification	Estimated Cost
Library Collections	$60,000 yr for additional databases, including eBooks, that would support STEM and CTE areas and expanding our current database holdings (Science Direct, Web of Knowledge) $100 yr for Socrative-Pro account, interactive tool for students for classroom polling College Goals: III, I and II	60100
Library Collections	$4119 for District-wide site license to digital Chronicle of Higher Education/increase faculty, admin and student awareness of higher ed issues $20,000 additional to expand access to Kanopy/use of Kanopy has consistently outpaced our budget and as streaming services replace DVDs (most computers don't have DVD players) we must keep pace $50,000 stable budget for books. $50k annually is needed to ensure we can maintain our collection and meet the needs of students and new programs -All of the above	74119

items have been requested in
previous APUs and PRs College
Goals: I, II

Library Collections	Additional $5,000 requested to support textbook loan program, digital library materials, College Goals I,V BCC EMP Challenge-Unmet Student Needs and Untapped Student Populations	5000

Sub-Total: $139219

Other

No Resources found for this
category

Sign and Submit

Please provide the list of members who participated in completing this program review.

Joshua Boatright, Kye Ocasio-Pare

Please enter the name of the person submitting this program review.