



Unit Action Plan

Department Information			
Department Name:	Library		
Leader:	Venesia Adams	Submitted by:	Venesia Adams
Date Submitted:	9/2/2006	Review Period: 09/01 2006	To 08/31/ 2007
Unit Purpose Statement:	The Library is committed to connect people with ideas and information in support of the technical teaching and learning and workforce and economic development.		
1st Goal/Objective			
Classification:	Non-Instructional	College Master Goal:	Growth
Unit Goal:	Increase student and faculty awareness of resources by 5% with Bibliographic Instruction classes when requested and Orientation as new faculty and student members.		
Information Source Leading to This Unit Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input checked="" type="checkbox"/> Other Explain Here: Library Training Evaluation
Amount Budgeted:	\$0.00		
Budget Explanation:			
Strategies:	Collaboration between Library Staff and Faculty in scheduling Bibliographic and Orientation classes.		
Expected Outcomes:	More faculty and students wil utilize TSTCM library resources.		
Evaluation Instruments Used To Measure Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input checked="" type="checkbox"/> Other Explain Here: Library Statistical Evaluation
Mid-Cycle Outcomes			
Mid-Cycle Date:	3/15/2007	Expected Outcomes Met?	No
Extent Outcomes Were Met:	Student participation decreased inside of Orientation classes and or participation. the year of 05-06 161 participated. This year 06-07 143 participated. This is a 11% decrease.		
Other Factors:			
Final Outcomes			
End-Cycle Date:	8/31/2007	Expected Outcomes Met?	No
Extent Outcomes Were Met:	The year 05-06 total participation was 277. This year 06-07 total participation was 214. This is a 23% decrease.		
Other Factors:	Many variables hindred desired outcome. Such as decrease in amount of accessible computers in the Library. Many access points for computer usage, i.e. Internet Cafe and overall decrease in college enrollment.		
Additional Needs Identified Through Evaluation:			
Recommended Action For Next Year:	Library will continue to work towards above stated goal.		



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2nd Goal/Objective			
Classification:	Non-Instructional	College Master Goal:	Growth
Unit Goal:	Increase User Services which is to increase the circulation of more books and media sources by 5%.		
Information Source Leading to This Unit Goal:	<input type="checkbox"/> Assessment of the College <input checked="" type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input checked="" type="checkbox"/> Other Explain Here: Statistical Evaluation
Amount Budgeted:	\$0.00		
Budget Explanation:			
Strategies:	Increase visibility of certain genres and resources by sending out fliers and other means of communication, advertisement to promote resources.		
Expected Outcomes:	Increase circulation statistics by 5%.		
Evaluation Instruments Used To Measure Goal:	<input type="checkbox"/> Assessment of the College <input checked="" type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input checked="" type="checkbox"/> Other Explain Here: Statistical Evaluation
Mid-Cycle Outcomes			
Mid-Cycle Date:	5/1/2007	Expected Outcomes Met?	Yes
Extent Outcomes Were Met:			
Other Factors:	We increase visibility of the collection to make it more approachable with easier access to different genres. There has been an increase in the media collection with more attractive visibility. There is an increase in e-mail to faculty, students and staff and fliers regarding resources, programs and other functions in the library.		
Final Outcomes			
End-Cycle Date:	8/31/2007	Expected Outcomes Met?	Yes
Extent Outcomes Were Met:	A comparison of statistics for 06-07 increased compared to 05-06 year, which was 50. This year 06-07, statistics totals 216. This does not include Interlibrary Loan requests. 05-06 Ill stats were 14. This year it is 64. This is a 108% increase.		
Other Factors:			
Additional Needs Identified Through Evaluation:			
Recommended Action For Next Year:	Library will continue to maintain outcome and prepare for new goal.		



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3rd Goal/Objective			
Classification:		College Master Goal:	
Unit Goal:			
Information Source Leading to This Unit Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input type="checkbox"/> Other Explain Here:
Amount Budgeted:			
Budget Explanation:			
Strategies:			
Expected Outcomes:			
Evaluation Instruments Used To Measure Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input type="checkbox"/> Other Explain Here:
Mid-Cycle Outcomes			
Mid-Cycle Date:		Expected Outcomes Met?	
Extent Outcomes Were Met:			
Other Factors:			
Final Outcomes			
End-Cycle Date:		Expected Outcomes Met?	
Extent Outcomes Were Met:			
Other Factors:			
Additional Needs Identified Through Evaluation:			
Recommended Action For Next Year:			



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4th Goal/Objective			
Classification:		College Master Goal:	
Unit Goal:			
Information Source Leading to This Unit Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input type="checkbox"/> Other Explain Here:
Amount Budgeted:			
Budget Explanation:			
Strategies:			
Expected Outcomes:			
Evaluation Instruments Used To Measure Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input type="checkbox"/> Other Explain Here:
Mid-Cycle Outcomes			
Mid-Cycle Date:		Expected Outcomes Met?	
Extent Outcomes Were Met:			
Other Factors:			
Final Outcomes			
End-Cycle Date:		Expected Outcomes Met?	
Extent Outcomes Were Met:			
Other Factors:			
Additional Needs Identified Through Evaluation:			
Recommended Action For Next Year:			