Library Technology
Program Review
2011-2012

Fall 2011

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Introduction

The six-year program review for Library Technology, originally due during the 2010-2011 academic year, was postponed to 2011-2012. No Library Technology courses have been scheduled during the past three years, and there is no plan to offer them in the near future. For reasons set forth more fully below, we are submitting this review in an abbreviated fashion.

Courses, Certificate and Degree

Library Technology courses have been offered and taught at Citrus College for many years. In recent years two courses were offered in each of the fall and spring terms. They were normally taught by adjunct faculty, though in some instances they were also taught by our librarians as overload. In the fall of 2009, budget cuts statewide led to a reduction in offerings at Citrus College, and the Library Technology courses were eliminated as part of that reduction. They have not been offered since then. The chart below shows the curriculum status of all Library Technology courses, the certificate, and the degree. It also shows the term when each of the courses was last offered. Library Tech courses were not offered in 2009-10, 2010-11, and they will not be offered this 2011-12 year. There is no plan to offer any of these classes in the near future. This is why the courses, certificate and degree have been deactivated through the college's curriculum process.

LIBT	Course name	Units	Curriculum status	Last offered
**Library Technology Courses, Certificate, and Degree**
100	Information Literacy	1	Deactivated Win '12	Sp '08
101	Intro to Library Public Services	2	Deactivated Win '12	Sp '08
102	Information Sources and Research Methods	3	Deactivated Win '12	Fall '08
103	Library Support Services	2	Deactivated Fall '07	Pre '07
201	Intro to Cataloging	3	Deactivated Win '12	Sp '09
203	Intro to Acquisitions	2	Deactivated Win '12	Fall '08
290	Children's Library Services	2	Deactivated Win '12	Sp '09
295	Audiovisual Services	3	Deactivated Win '12	Sp '08
	Library Technology Degree		Deactivated Sum. '12	
	Library Technology Certificate		Deactivated Sum. '12	

Alternatives for Students

The Library Tech courses are not needed by students in order to complete any other certificates or degrees at Citrus College. There is currently no strong student demand on campus for these courses, certificate or degree. Students seeking these courses have the option of taking Library Tech courses at Pasadena City College, which continues to offer its Library Technology courses and certificate.

No Adverse Faculty Impact

Inasmuch as these courses have not been offered in the past three years, and prior to that were taught by adjunct faculty (or in some instances by former full-time faculty members as overload assignments), no full-time faculty members have been or will be adversely affected by the deactivation of the college's Library Tech courses.

No Adverse Budgetary Impact

Eliminating Library Tech class offerings during the past three years has helped the college deal with state budget reductions. The college has not allocated funds to the Library Tech budget for supplies and adjunct instructor wages for the past several years. There will be no adverse budgetary impact on the college resulting from this action.

Plan for Reactivation

When the state's economy improves, and Citrus College is able to increase its course offerings, it is anticipated that the Library Technology courses will once again be offered. At that time it will be necessary to do the following:

- Complete a new comprehensive Library Technology program review, demonstrating the need and advisability of resumption of the offering of these courses, certificate and degree.
- Identify the resources needed and costs that will be incurred to resume the program.
- Update all Library Tech courses, certificate and degree through the college's curriculum process.

Deactivation, not Discontinuance

The present status of the Library Technology courses, certificate and degree is one of deactivation, not discontinuance.

Additional Data

The following data sheets show that no Library Technology courses have been offered since Fall 2008. The Annual Budget sheet shows that no resources have been included in the Library Technology budget for several years.

PROGRAM REVIEW – Library Technology

The final summary of the program review process for **Library Technology** is attached to this page.

I affirm that this program has been reviewed according to the accepted District procedures for program review and that the final summary accurately reflects the consensus of the members of the review committee.

Dr. Steve Lindsey, Dean of Business, CSIS, Distance Education, and Library	date
Michelle Plug, Articulation Officer	date
Carolyn Perry, Chair of Curriculum Committee	date
Irene Malmgren, Vice President of Academic Affairs	date
Nicki Shaw, Academic Senate President	date
Geraldine M. Perri, Superintendent/President	date

It will be the department's responsibility to communicate review recommendations with additional offices and services.

		LIBT Program Review Fall course offerings					
	Key Performance Indicators	Fall06	Fall07	Fall08	Fall09	Fall 10	Fall 11
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Program Access						
1	Majors (total)	0	0	0	0	0	0
2	New Majors	0	0	0	0	0	0
3	Courses Offered	2	2	2	0	0	0
4	Sections Offered	2	2	2	0	0	0
7	Evening Sections	2	1	2	0	0	0
9	Weekend Sections	0	1	0	0	0	0
13	Enrollment	43	51	41	0	0	0
14	Weekly Student Contact hours (WSCH)	142.0	92.7	133.5	0	0	0
15	Full-Time Equivalent Students (FTES)	4.9	2.9	4.1	0	0	0
	Program Resources						
16	Full-Time Equivalent Faculty (FTEF)	0.4	0.2	0.3	0	0	0
17	Credit Reimbursement Rate	**$3,476.34**	**$3,668.28**	**$3,834.46**	0	0	0
	Program Operation						
18	WSCH/FTEF	373.8	463.4	417.2	0	0	0
19	FTES/FTEF	12.8	14.3	12.9	0	0	0
20	Fill Rate at Census	73.3	75.0	52.9	0	0	0
	Program Success						
21	Course Retention	90.7	88.2	90.2	NA	NA	NA
22	Course Success	83.7	76.5	85.4	NA	NA	NA

		LIBT Program Review Winter term offerings					Planned
	Key Performance Indicators		Win08	Win09	Win10	Win11	Win12
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Program Access						
1	Majors (total)	0		0	0	0	0
2	New Majors	0		0	0	0	0
3	Courses Offered	0	1	0	0	0	0
4	Sections Offered	0	1	0	0	0	0
5	Morning Secions	0		0	0	0	0
6	Afternoon Sections	0	1	0	0	0	0
10	Short Term Sections	0	1	0	0	0	0
13	Enrollment	0	11	0	0	0	0
14	Weekly Student Contact hours (WSCH)	0	12.3	0	0	0	0
15	Full-Time Equivalent Students (FTES)	0	0.4	0	0	0	0
	Program Resources						
16	Full-Time Equivalent Faculty (FTEF)	0	0.1	0	0	0	0
17	Credit Reimbursement Rate	NA	**$3,668.28**	NA	NA	NA	NA
	Program Operation						
18	WSCH/FTEF	0	205.2	0	0	0	0
19	FTES/FTEF	0	6.3	0	0	0	0
20	Fill Rate at Census	0	36.7	0	0	0	0
	Program Success						
21	Course Retention	NA	100	NA	NA	NA	NA
22	Course Success	NA	90.9	NA	NA	NA	NA

		LIBT Program Review						Planned
		Spring term offerings						
		Key Performance Indicators	Spring07	Spring08	Spring09	Spring10	Spring11	Spring12
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
		Program Access						
1		Majors (total)	0	0	0	0	0	0
2		New Majors	0	0	0	0	0	0
3		Courses Offered	2	2	0	0	0	0
4		Sections Offered	2	2	0	0	0	0
5		Morning Secions	0	0	0	0	0	0
6		Afternoon Sections	0	0	0	0	0	0
7		Evening Sections	2	2	0	0	0	0
13		Enrollment	45	54	0	0	0	0
14		Weekly Student Contact hours (WSCH)	110.0	122.8	0	0	0	0
15		Full-Time Equivalent Students (FTES)	3.8	3.8	0	0	0	0
		Program Resources						
16		Full-Time Equivalent Faculty (FTEF)	0.3	0.3	0	0	0	0
17		Credit Reimbursement Rate	**$3,476.34**	**$3,668.28**	0	0	0	0
		Program Operation						
18		WSCH/FTEF	407.3	491.3	0	0	0	0
19		FTES/FTEF	14.0	15.2	0	0	0	0
20		Fill Rate at Census	76.7	72.5	0	0	0	0
		Program Success						
21		Course Retention	82.2	94.4	0	0	0	0
22		Course Success	77.8	87.0	0	0	0	0

		LIBT Program Review						
		Summer course offerings						
		Key Performance Indicators	Sum06	Sum07	Sum08	Sum09	Sum10	Sum11
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
		Program Access						
1		Majors (total)	0	0	0	0	0	0
2		New Majors	0	0	0	0	0	0
3		Courses Offered	0	0	0	0	0	0
4		Sections Offered	0	0	0	0	0	0
13		Enrollment	0	0	0	0	0	0
14		Weekly Student Contact hours (WSCH)	0	0	0	0	0	0
15		Full-Time Equivalent Students (FTES)	0	0	0	0	0	0
		Program Resources						
16		Full-Time Equivalent Faculty (FTEF)	NA	NA	NA	NA	NA	NA
17		Credit Reimbursement Rate	NA	NA	NA	NA	NA	NA
		Program Operation						
18		WSCH/FTEF	0	0	0	0	0	0
19		FTES/FTEF	0	0	0	0	0	0
20		Fill Rate at Census	0	0	0	0	0	0
		Program Success						
21		Course Retention	NA	NA	NA	NA	NA	NA
22		Course Success	NA	NA	NA	NA	NA	NA

		Annual Budget	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
			Year1	Year2	Year3	Year4	Year5	Year6
		Program Resources						
23		Revenue: FTES*Reimbursement Rate	$30,035.58	$25,788.01	$14,034.12	NA	NA	NA
24		Total District Adopted Program Budget	18,136	25,658	23,745	6,350	0	0
25		Support Personnel (wage without benefit, 2200 and 2400 in budget)	None	None	None	None	None	None
26		Supplies (4300 in budget)	2,533	965	2,594	67	0	0
27		Cost	15,543	17,492	6,409	0	0	0
28		Total FTES for the year	8.64	7.03	3.66	0	0	0
29		Cost per FTES	1,798.96	2,488.19	1,751.09	0	0	0
		Degrees and Certificates						
30		Degree: Library Science, General		4	3	1	0	0
31		Certificates: Library Science, General	12	8	18	6	0	0
32		Skill Awards	0	0	0	0	0	0
33		Licenses (reported by department)	NA	NA	NA	NA	NA	NA
		Career Technical Education Programs						
34		VTEA Grant	0	0	0	0	0	0
35		Industry Contributions to Program Resources	0	0	0	0	0	0
36		Available Jobs	No data					