

ANNUAL PROGRAM REVIEW SUMMARY for LIBRARY TECH 08-09

Full Review Due: 10-11

MISSION: Does program meet the District’s mission and established core competencies? Does program reflect the District’s diversity?	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
Current Recommendations						
a) This program conforms to the District mission to provide career education and associate degree courses in the area of library technology.				C		
b) The faculty should regularly review other Library Technology programs in the area as to mission, size, scope and distance education programs, in an attempt to keep our program current and competitive. See APPENDIX A.				C		
New Recommendations						

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NEED: How is program addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.?	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
Current Recommendations						
a) The faculty should survey current and past students each semester, so that they can more accurately determine job placement and promotion during and following completion of the program. SEE APPENDIX B.				I		
b) The department is encouraged to work with the recruitment office in such activities as Career Day to bolster enrollment in the program.				I		
c) The department should investigate participation in the new Citrus Service-Learning program to place students in short term internships with libraries to acquire on-the-job experience.				C		
New Recommendations						
Faculty should establish an e-mail list of current students and survey them annually						

<p>QUALITY: Are lec/lab unit values appropriate? Have the course outlines been reviewed/updated regularly? Are disciplines appropriate? Is faculty development adequate? Does program support State and District emphasis on critical thinking, problem solving and written expression? Does program meet stated objectives in the form of SLOs? Are course pre-requisites and co-requisites validated?</p>	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
Current Recommendations						
a) Faculty should continue to maintain currency in the field through such staff development activities as conference attendance, continuing education classes, individual study, flex day programs, and retreats.				C		
b) New faculty should represent the diversity of the communities that libraries serve.				N/A		
c) The faculty should evaluate course materials for sensitivity to diversity.				I		
d) All adjunct faculty should be included in staff development and planning activities.				C		
e) The Faculty should regularly maintain and update the web pages for the Library Technology Program.				C		
f) All instructors should continue to take advantage of any course technology programs (e.g. Blackboard) made available by the District.				C		
g) The Faculty should keep the curriculum relevant to the needs of local employers by considering the suggestions of the Library Technology Program Advisory Committee				C		
New Recommendations						
Remove c & d above						

FEASIBILITY: Are facilities, equipment, and library resources adequate? Are evening programs and services adequate? Are course offerings frequent enough for students to make adequate progress in both day and evening programs? Does the program have adequate communication with & support from Counseling?	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
Current Recommendations						
a) Because of the importance of computer technology in the teaching of the Library Technology programs: the library should acquire more electronic resources				C		
b) Because of the importance of computer technology in the teaching of the Library Technology programs: the campus should hire more staff trained to load, operate, and trouble-shoot that technology				C		
c) Because of the importance of computer technology in the teaching of the Library Technology programs: library staff who could handle the lower level problems should be trained and authorized to support the library's technology				N/A		
d) Because of the importance of computer technology in the teaching of the Library Technology programs: MIS should have an adequate number of technicians to handle all of the college's technology support needs.				N/A		
New Recommendations						
Remove c & d above						
Find appropriate instructors for Cataloging and AV classes						

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COMPLIANCE: Do course requisites meet Federal, State & District requirements? Do the course outlines meet state, district & federal regulations for content? Do vocational programs have regular advisory meetings?	Status					
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Current Recommendations						
a) LIBT 103, Library Support Services, should be dropped from the college catalog				C		
b) Library faculty need to review all courses and restructure them to address the need for specific student learning outcomes which meet core competencies.				C		
New Recommendations						

PROGRAM SLOs	Cycle Stage					
	05-06	06-07	07-08	08-09	09-10	10-11
Students completing this program will demonstrate the ability to perform paraprofessional work in school, academic, research, public, and special libraries.				W		
Students will complete each course in the program of study with a grade of C or better.				W		
New Recommendations						
Assess program SLOs as courses are taught						