

Administrative and Support Units Assessment Plan

LRC

Fall 2010-2011

Unit/Office/Program

Assessment Period Covered
 Formative Assessment

November 2009

 Summative Assessment

Date Submitted
Institutional Mission/Strategic Goal:

Mission: Historically diverse, uniquely Micronesian and globally connected, the College of Micronesia-FSM is a continuously improving and student centered institute of higher education. The college is committed to assisting in the development of the Federated States of Micronesia by providing academic, career and technical educational opportunities for student learning.

Strategic Goal (which strategic goal(s) most support the services being provided):

SPG 1. Promote learning and teaching for knowledge, skills, creativity, intellect, and the abilities to seek and analyze information and to communicate effectively.

SPG 2. Provide institutional support to foster student success and satisfaction.

SPG 9. Provide for continuous improvement of programs, services and college environment.

Administrative Unit/Program Mission Statement :

The mission of the College of Micronesia-FSM library (including media and instructional technology services) is to serve the students, faculty, staff and other college community members in providing reader, instructional, media and technical services to meet their educational needs and interests and provide opportunities for lifelong learning.

The LRC will

- Provide appropriate print and electronic information resources as needed to support and enrich curricular programs.
- Collaborate with faculty in order to identify resources needed for their professional development and by their students.
- Interact with patrons in a friendly, caring, and courteous manner.
- Provide assistance and training for patrons to be skilled in using information resources effectively and efficiently.(SLOs for Info Literacy/HE level)
- Promote and protect every individual's right information, read, study, and learn,
- Enhance provision of information services by maintaining and obtaining as needed new media equipment.
- Create and sustain an environment conducive to student centered learning that provides a variety of individual and group workspaces and learning styles.

Administrative Unit/Program Objectives:

Objective 1: LRC will develop and provide learning opportunities for students to develop SLO's for information literacy skills and implement training modules appropriate to support faculty and students served by the college.

Objective 2: LRC will coordinate assessment of collection for breadth, depth, and currency (Education, Social Sciences, Humanities, Agriculture and Natural Resources, Information Technology, Health Sciences, and Micronesian Studies programs) at all campuses. Make recommendations for weeding and acquisitions.

Objective 3: LRC/MITC will provide faculty and students functional and up to date media and instructional technology equipment to support traditional face to face and distance learning.
 Assess existing equipment
 Determine needs for replacement and new acquisitions with faculty input
 Acquire new equipment
 Provide training to staff and faculty as needed to use newly acquired resources.

Evaluation questions	Data sources	Sampling	Analysis
1. Did the LRC develop and provide learning opportunities for students to develop SLOs for information literacy skills and implement training modules appropriate to support faculty and students served by the college.	Modules Training materials and attendance records	All campuses	Feedback after training for students, faculty
2. Did the LRC coordinate assessment of selected collections for breadth, depth, and currency (Education, Social Sciences, Humanities, Agriculture and Natural Resources, Information Technology, Health Sciences, and Micronesian Studies programs) at all campuses and make recommendations for weeding and acquisitions.	Monthly report of activities conducted, list of items, receiving reports of acquisitions, cataloging reports of new materials.	All campuses	Descriptive report. Statics on collection total, less weeded, plus added by percentage
3. Did the LRC/MITC provide faculty and students functional and up to date media and instructional technology equipment to support traditional face to face and distance learning Acquire new equipment Provide training to staff and faculty as needed to use newly acquired resources.	Monthly report of activities; list of recommendations, purchase orders, training sessions conducted	National (State campus Librarians and ICs will handle their own)	POs ; attendance participant feedback from training.

Timeline

Activity	Who is Responsible?	Date
1.1 Design and develop Info Literacy training modules (2) for face to face and online.	LRC /MITC staff LRC Director	Jan 10 initiated Dec 2010 completed .
1.2 Pilot face to face and online tutorial modules		Jan2011 piloted
1.3 Modify as needed based on feedback	LRC/MITC Staff	March 2011
2.1 Faculty and librarians examine selected materials to assess currency, breadth, depth of current holdings	LRC librarians and faculty/staff	
2.2 Weed out items based on collaborative recommendations	All campus LRC librarians and selected faculty/staff	
2.3 Compile recommendations for collection	LRC librarians and	

improvements	selected faculty/staff	
2.4 Identify titles and source out materials for acquisitions.	LRC and faculty	
3.1. Determine equipment and software needs for replacement and to update resources	LRC/MITC	
3.2 Acquire new equipment for instructional use and to create media productions for college information/publications/promotional materials		
3.3 Conduct training for MITC and faculty in use of newly acquired equipment/software.	MITC	

Comments: