Administrative and Support Units
Assessment Plan

Learning Resources Center	Fall 2012-2013
Unit/Office/Program	**Assessment Period Covered**
( ) **Formative Assessment**	October 2012
(X) **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.
    a. Promote quality teaching and learner-centered behaviors and environments for the six campuses.

SPG 2. Provide institutional support to foster student success and satisfaction.
    a. Become more student-centered in the development of specific college system policies and procedures.
    b. Develop a student-friendly campus environment that encourages and enables students to be health conscious.

SPG 9. Provide for continuous improvement of programs, services and college environment.
    a. Integrate planning, evaluation, and resource allocation for continuous improvement.
    b. Increase research and data-driven decision making.
    c. Develop an integrated data system.

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 is responsible for:
- Providing appropriate technology to enhance learning, instruction, and information retrieval.
- Adequately staffing the learning resources facilities and serve users in a professional manner.
- Maintaining and developing learning resources services that meet the educational needs and interests of the college community.
- Organizing learning resources facilities to ensure accessibility to all in an atmosphere that encourages learning.
- Providing comprehensive, up-to-date collections of diverse media and formats selected in compliance with sound selection guidelines.
- Coordinating activities with other departments of the campuses

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Administrative Unit/Program Objectives:

Objective 1: Improve the currency and quantity of library resources to support and meet the educational needs of the academic community.

Objective 2: Improve LRC/MITC instructional modules for continuous improvement of students'

information literacy skills.
Objective 3: Improve access to library resources for all the campus sites of the academic community.
Objective 4: Implement a program review and assessment cycle for LRC to enhance linkages between LRC, instruction, and student services for student access.

Evaluation questions	Data sources	Sampling	Analysis
1. Were collections at all campus libraries updated? (Outdated materials weeded; newer editions acquired)	Monthly reports; Trip reports; User satisfaction surveys	All campuses	Descriptive statistics
2. Was there an increase in students' information literacy skills via the library instructional modules?	Monthly reports; Library instruction evaluation surveys	All campuses	Descriptive Statistics; Narrative analysis
3. Were users able to access the library online resources? Resources from the National campus LRC via interlibrary loan (ILL)?	Monthly reports; User satisfaction surveys	All campuses	Descriptive statistics
4. Was a program review implemented for the LRC?	Monthly reports; Meeting minutes; Quarterly reports; Trip reports	All campuses	Descriptive and narrative analysis

Timeline

Activity	Who is Responsible?	Date
1.1. Draft a collection development plan	State campus librarians, Reference librarian	November 2012
1.2. Share draft of collection plan with all library staff	State campus librarians, Reference librarian	January 2013
1.3. Finalize collection development plan	State campus librarians, Reference librarian, CAC	February 2013
1.4. Implement collection development plan	All campus librarians	March 2013
1.5. Acquire updated technology and resources for MITC, Pacific collection, and areas high in demand	DLRC, MITC staff, Campus librarians	May 2013
2.1. Assess effectiveness of training modules using an evaluation instrument (survey)	DLRC, All staff	November 2012
2.2. Design and publish database tutorials for student use.	DLRC, Campus librarians,	November 2012
2.3. Collaborate with faculty to identify areas that should be covered by LRC/MITC instruction to compliment students' information literacy skills	Reference librarian, DLRC, MITC Coordinator	January 2013
3.1. Collaborate with college webmaster to update the LRC/MITC website to provide user accessibility to services and resources	DLRC, State campus librarians, MITC Coordinator	November 2012
3.2. Adopt a new library management system appropriate for a college library setting.	DLRC; All campus librarians, MITC Coordinator	August 2013
3.3. Measure user satisfaction of the LRC/MITC services and resources	All campus librarians	April 2013
4.1. Schedule training on program review with DAP	DLRC; Campus	March 2013

	librarians	
4.2. Draft program review template with all librarians	All campus librarians: DLRC	April 2013
4.3. Finalize and share program review with VPIA	DLRC	May 2013
4.4. Implement program review cycle	All librarians	June 2013

Comments: