

# Institutional Effectiveness Unit Plan for 2007-2008

**Directions:** Use 9 point font when completing this form. First, complete columns A-D. Make sure your Unit Outcomes are targeted, essential and measurable. Columns E & F (which serve to assess whether your goals were reached and how you intend to use the results) will *not* be completed until the end of the cycle in the spring.

**Unit :** Library Learning Resource Center Library      **Unit Administrator:** Sandra L. Henderson

**Unit's Mission:** The mission of the library is to facilitate and enhance learning by providing essential resources and services, access to innovative technologies; instruction in library usage and access to adequate facilities and personnel. The library further seeks to promote research activities that meet the informational, educational, and cultural interests of the faculty, students, and extended community of Lawson State in accordance with the mission and goals of the institution.

Number Each Outcome	<p><b>A. Unit Outcomes (3-5)</b></p> <p>Should be measurable. Use percentages where possible. <u>Be brief.</u></p> <ol style="list-style-type: none"> <li>Convert Ebony Room of African American Literature to an open computer lab for students providing 18 computers and a technology enhanced instructor's computer desk. The lab will offer course specific software, MS Office suite, wireless connections and Internet access.</li> <li>Increase print and electronic resources by 20% on Birmingham and Bessemer campuses with special emphasis on NURSING resources. <b>Baseline Data as of October 2007: Birmingham Campus 23,091 and Bessemer Campus 27,871</b></li> <li>Reorganize the Bessemer Library to define specific library functions (i.e. Reference, periodicals), purchase 42" lower shelves to increase visibility and safety of students and staff, as well as create an environment conducive for study.</li> <li>Provide an electronic library with quick and easy, access to digital information, downloadable audio books, iPods, electronic books, online reference services and an information literacy classroom.</li> <li>Weed 10% of the library's existing collection of outdated, irrelevant print books on the Birmingham campus. <b>Baseline Data: October 2007- 23,091</b></li> </ol>	<p><b>B. Outcomes Link to Institutional Goals &amp; Strategic Indicators</b></p> <p>List the goal numbers and the corresponding Strategic Indicator letters (i.e., Goal 1; Indicators B &amp; C; Goal 2; Indicators A-C, etc.)</p> <ol style="list-style-type: none"> <li>Goal 3: Indicators B &amp; D</li> <li>Goal 1: Indicators A &amp; C</li> <li>Goal 1: Indicators A &amp; C</li> <li>Goal 3: Indicators B &amp; D</li> <li>Goal 1: Indicators A &amp; C</li> </ol>	<p><b>C. Methods of Assessing the Outcome</b></p> <p>List what methods you plan on using to measure each outcome (i.e., exit exam results, portfolios, surveys, board exams, etc.)</p> <ol style="list-style-type: none"> <li>Purchase orders, and photographs</li> <li>Collection Summary Reports, Purchase Orders, Satisfaction surveys, Monthly reports.</li> <li>Survey results of user satisfaction, monthly statistical reports including library attendance, computer usage, and orientation and information literacy classes taught. Purchase Orders and vendor usage reports.</li> <li>Monthly Reports</li> <li>Collection report of weeded materials and replacement list of materials.</li> </ol>	<p><b>D. Budget Implications</b></p> <p>If your outcome has budget implications (costs that will exceed \$499), list them here.</p> <ol style="list-style-type: none"> <li>Remodeling &amp; relocation costs, computers, computer desk and chairs, wireless connectivity, lab assistants, technicians and electronic resources. Cost: Furniture: 12,000.00 Remodeling: Lighting, carpet and blinds – 5,000.00 Computers 23,182.00</li> <li>Cost of online databases, audio-visuals, and print and non-print resources. Projected Cost: 15,000.00</li> <li>Cost of shelving and new furniture Shelving \$3,000.00 Furniture: 2,000.00</li> <li>Cost of lap-tops, PC's, garage computer tables, I-Pods, lounge chairs with tablets and bistro tables. Cost: \$70,364.56</li> </ol>
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