## Library resources are integrated into the program curriculum and coursework.

| Academic Affairs Division | Allied Health | Anthropology | Applied Technology | Biological Sciences | Business | Child Dev/ F&CS | Computer Science | Counseling | Dance, Health & Physical Education | Earth Sciences | Economics | History | HLRC | Humanities & Fine Arts (CTE) | Humanities & Fine Arts (GE) | Language Arts | Library | Mathematics | Physical Sciences | Political Science | Psychology | Public Safety | Sociology |
|---------------------------|--------------|--------------|--------------------|---------------------|----------|----------------|-----------------|------------|-----------------------------|--------------|-----------|---------|------|---------------------------|-------------------|-------------|---------|-------------|-----------------|--------------|-----------|----------|
|                           | Disagree     | Neutral      | Agree              | Agree               | Neutral  | Agree          | Neutral         | Neutral    | Agree                        | Agree         | Agree     | Disagree| Disagree | Neutral       | Agree            | Agree       | Strongly Agree | Agree          | Agree        | Agree      | Agree   | Disagree    | Agree |

## The library materials and services provided by the college are sufficient to support up-to-date program instruction.

|                           | Agree        | Agree        | Strongly Agree     | Agree               | Agree    | Agree          | Agree           | Agree      | Agree                        | Agree         | Agree     | Agree   | Agree | Neutral       | Agree            | Agree       | Agree       | Agree          | Agree        | Agree      | Agree   | Agree     | Agree |

## The necessary media services to support this program are readily available.

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<tr>
<th></th>
<th>Strongly Disagree</th>
<th>Neutral</th>
<th>Agree</th>
<th>Agree</th>
<th>Agree</th>
<th>Agree</th>
<th>Agree</th>
<th>Agree</th>
</tr>
</thead>
</table>

03/04/2013
To what extent do you agree or disagree with the following statements?

* The necessary Media services to support this program are readily available.
* The library materials and services provided by the college are sufficient to support up-to-date program instruction.
* Library resources are integrated into the program curriculum and coursework.

If "Disagree" was answered to any of the above, please explain:

**Allied Health**

Information technology service needs to be improved. The server going down more than 24 hours during the regular semester is unacceptable. Repair, service and training through Information Technology should be faster and more effective. Funding is needed for clinic repairs and services. Library materials are not sufficient to support Allied Health programs since the disciplines require access to specific periodicals, journals and materials. We wish to have more funding to support the library materials and instructional materials for Allied Health. For the Allied Health division, more attention to the details of cleanliness is necessary. We observe overflow of trash cans and lack of proper custodial supplies on a daily basis.

**Anthropology**

N/A

**Applied Technology**

not applicable

**Biological Sciences**

N/A

**Business**

"The library materials and services provided by the college are sufficient to support up-to-date program instruction"

The library does not provide adequate periodicals for students to get current information on various business courses such as: Inc., Forbes, Newsweek, etc. These publications are needed for reports assigned for Business students to complete in their vocational education area.

**Child Dev/ F&CS**
### Computer Science
The computer classrooms and laboratories are supposed to be clean all the time, the custodial services sometimes do not meet the needs.

### Dance, Health & Physical Education
Campus camcorder has been stolen and not replaced.
Smart classrooms are not readily available for lecture classes.
Music system for the dance program is outdated. Portable player for iPod or MP3 needed.
The custodial crew is woefully understaffed.

### Earth Sciences
N/A

### Economics
(blank)

### History
The collection of textbooks and other resources for the History discipline are either missing, or in a poor condition. The textbooks for History are very limited and outdated. There needs to be an evaluation and update of the textbooks and other media resources that are available for our History students. Also, the students do report that they are not getting the staff aid that they need when they go to the Library. What is needed is a full inventory and update of the resource materials, books, and resources available for our History students.
EXPLANATIONS OF "DISAGREE" RESPONSES:

"The necessary media services to support this program are readily available" - some services are available, but they are not "readily" available, despite our geographical proximity to the library's media services area. Equipment is not always available when needed (because there simply isn't enough of it to go around), evening access to equipment and services is difficult to ensure (there is no backup plan if equipment in a smart classroom isn’t unlocked, for instance), and there is a shortage of budgeted funds to keep equipment in running order and/or to replace broken equipment or parts. An even greater problem is lack of information about procedures to reserve equipment. This needs to be integrated into faculty development events on campus periodically so that faculty are aware of what's available and the process for accessing it. Updating information on a web page doesn't alert faculty to changes in equipment availability or procedures for accessing that equipment. Many faculty - particularly adjunct instructors - are unaware of the media resources and services available on campus, and some media service requests take months to fill. For instance, a set of literacy VHS tapes needed to be transferred to CD/DVD; we took the blank disks, the VHS tapes, and an explanation of the request to media services in April of 2012. Nine months later, we are still waiting to receive the disks from media services.

"The library materials and services provided by the college are sufficient to support up-to-date program instruction" - neither the materials nor the services available in the library are sufficient to support up-to-date instruction at West, for several reasons. Chronic budget constraints have resulted in resource gaps, including keeping up-to-date information about needed acquisitions so that when funds are available, prioritized purchasing can begin immediately. Many of the books in the library collection are old or damaged; a number of books are classified as "lost" or "missing" without anticipated replacement, and theft and vandalism of library materials (such as a student tearing pages out of a book placed on Reserve, rather than photocopying the information) is a problem. Many faculty count on librarians to know what's needed (in terms of media resources) to support instruction across the college curriculum. Without a clearly delineated process for requesting library acquisitions - or of subsequently verifying that requested materials were purchased, catalogued, and made available to students - confidence in library services and personnel has suffered.. Following the visit of the Accreditation Team in March 2012, faculty were asked to compile lists of books they would like the library to acquire and email these to the Library division chair. Unfortunately, many faculty members rely on the library to identify necessary resources in support of instruction, so this opportunity to add to the library collection went under-utilized. Lack of sufficient and consistent funds in the library budget has severely limited the acquisition of materials needed to support foundational skills instruction at West Los Angeles College. Updated print and media resources, as well as more assertive and systematic solicitation of acquisitions from departments and programs, will ensure that instruction is adequately supported by library materials and services in the future.

"Library resources are integrated into the program curriculum and coursework" - Due to the library's limited print and media collections at this time, substantive integration into curricula and coursework is unsupported. Many print and media resources in the library's current collections are outdated, damaged, missing, or no longer pedagogically sound. The library's subscriptions to online databases and web-based resources are excellent, and support academic research across the curriculum at a level appropriate for West students. Print an

Humanities & Fine Arts (CTE)
(blank)

Humanities & Fine Arts (GE)

IT services have been requested verbally and in writing to help hook-up sucessfully the computers in the Music Lab. This has not been done.

Language Arts
Library Instructional Resource Prioritization

Instructional resources support needs from the Library are prioritized based on 4 horizontal categories. All categories need to be met to keep the depth and breadth of the collection support for each discipline consistent and balanced. It is an integral part of the West Los Angeles College Library’s mission statement to actively support all academic pursuits at West Los Angeles College.

This balanced approach is also consistent with the American Library Association’s Library Bill of Rights which was founded to protect intellectual freedom and based upon the First Amendment of the United States Constitution. Of course the Library will have to prioritize some of the resources due to the current fiscal climate and conditions, but the Library and the College must always strive to support all currently taught disciplines with a balanced approach. To do otherwise could and will most likely lead to encroachment on intellectual freedom under the guise of budgetary limitations.

Many of the disciplines such as Language Arts and Social Sciences cannot always supported by material that is only subject specific. Rhetoric discourse cannot be pigeon holed into a single subject. It is by its very nature multi-disciplinary. For example, it is not very common that an English essay will only be about English grammar or literature. The student will most often have to relate their topic to current events or history.

The 4 horizontal categories of prioritization

I. Curriculum support based on input from divisions and active courses in the curriculum
II. Replacement of high demand titles
III. Student requests
IV. Other faculty requests non-curriculum specific

I. Curriculum

- Proportional to number of active courses in Fall 2012
- Division requests
- 60+ subject fields offered
- 150 online courses

Selection will be based on:
- Course outlines
- Professional library book and instructional media material review journals
- Specific title list from divisions

Statistical Analysis of Curriculum in ECD

\[ x = \frac{Z(c/100)2(100-c)}{2} \]
\[ n = \frac{N x((N-1)E^2 + x)}{N x + n(N-1)} \]

Analyzing a sample size of 82 courses out of 500+ active in ECD (90% confidence, 5% margin of error, 90% distribution) resulted in 80% of the courses in the sample set requiring 0 to 10 book titles as additional resources which averaged to 3 titles per course.

500 courses (80% of 500)
3 books average / course
$50 average current book price
/ 3 year purchase cycle

Mathematics

Trash tends to pile up in the lunch room on the 2nd floor of the MSB building. Bathrooms are not kept as clean and well-supplied as they should be, for both the faculty bathrooms and the student ones. The custodial staff does its best, but they are overstretched.
<table>
<thead>
<tr>
<th>Subject</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Physical Sciences</td>
<td>N/A</td>
</tr>
<tr>
<td>Political Science</td>
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</tr>
<tr>
<td>Psychology</td>
<td>The library online resources are very good, but their selection of books and journals are extremely limited in psychology. It is dismal.</td>
</tr>
<tr>
<td>Public Safety</td>
<td>The library needs to update textbooks and other materials to provide research materials for students.</td>
</tr>
<tr>
<td>Sociology</td>
<td>N/A</td>
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</tbody>
</table>