

END OF YEAR REPORT FORMAT FOR ANNUAL ASSESSMENT 2015-2016

Unit Name	Dorothy W. Hightower Collaborative Learning Center & Library
Goal 1	Add electronic databases to support curriculum
Strategic Initiative(s) (Choose from priorities 1-5)	<p>1. Access with Excellence Gordon State College will serve the educational needs of the region and the state by maintaining its mission as an access institution, while expanding to offer wider access to baccalaureate programs and assuring excellence in its offerings and service to its constituents. By maintaining access while expanding programs, Gordon State College will open the doors to a college education to a wider audience, resulting in a more educated Georgia.</p> <p>2. A Diverse Academic Environment Gordon State College will advance the academic work of the College and the resources that support it. The synthesis of the intellectual, cultural and material resources of the campus community will support the development of effective habits of mind for all participants. The College will support the physical, technological and pedagogical resources needed to achieve this goal. This focuses resources and energies on the core educational mission of the College, and promotes the ongoing development of all of the College's stakeholders through strategic allocation of resources.</p> <p>3. Retention, Progression, and Graduation Gordon State College will increase retention (the number of students that are retained from one year to the next), graduates (the number of students who graduate from two-year and four-year programs), and the number of students who progress from Gordon State College to the next appropriate step (such as transfer to another college). By accomplishing these goals, the College will contribute to a more educated population, prepared to face the challenges and opportunities of the 21st century.</p>
Time Frame	2015-2016
Objective 1	Identify desired electronic resources to trial and purchase
Measures 1	Database inventory count
Target (Desired Performance and Deadline)	1% by June 30, 2016
Data Collection (Who/Where/When)	Database selection review criteria, faculty feedback on desired resources, library staff evaluation of databases, usage statistics from trial databases (all data provided throughout the academic year)
Findings & Status	4 databases have been acquired and made available as of October 2015. 1. CREDO Information Literacy 2. Mergent Intellect includes (a) Mergent Intellect, (b) First Research, and

	(c) Key Business Ratios
Discussion of Results and Action Plan	Databases are continually reviewed and added based on baccalaureate offerings and availability of funding. Furthermore, as programs continue to grow or are added then librarians collaborate with faculty to determine electronic database resource needs that would support the curriculum and discontinue those no longer needed.
Measures 2	database feedback form
Target (Desired Performance and Deadline)	Develop method for receiving faculty feedback regarding database purchases (form was created and used during FY15)
Data Collection (Who/Where/When)	Library staff; on-going data collection during FY16; feedback received from library staff and faculty; usage statistics
Findings & Status	<p>The database feedback form was created and used during FY15. https://docs.google.com/forms/d/1GvQm_6jncMgtNb6CTOW1bgGOkDD-23C7pDqGkYv7c3I/viewform</p> <p>Additionally, criteria has been created for evaluating database usage and continuation. http://libguides.gordonstate.edu/ld.php?content_id=17163933</p> <p>Library Staff and faculty were asked to provide feedback on the following databases: CREDO Information Literacy Modules, Naxos Classical Music, Alexander Street Music, and Mergent Intellect</p>
Discussion of Results and Action Plan	Based on feedback from faculty, and the review of current academic programs and the library budget, it was decided to add CREDO Information Literacy Modules and Mergent Intellect. The modules will help expand the library instruction program, assist with assessing learning outcomes for those completing the modules, and provide an additional resource for the Student Success Center. Adding Mergent Intellect will provide additional resources needed by business administration majors and those exploring careers as information regarding company history and company financial and industry data is readily available. Review of databases will continue to happen as well as the purchasing of those databases as long as funds are available.
Objective 2	Create Marketing and Promotion Plan
Measures	User Satisfaction & Needs Assessment Survey - https://www.surveymonkey.com/s/HL-needs-assessment
Target (Desired Performance and	50% positive responses

Deadline)	
Data Collection (Who/Where/When)	Library staff; existing data collected during FY15
Findings & Status	Based on top 3 preferred methods (e-newsletter, print newsletter, Facebook) for receiving library related news a marketing plan was created - http://libguides.gordonstate.edu/libpolicies/promotion
Discussion of Results and Action Plan	News information, pictures, and updates were submitted to campus email, GSConnect, Claymore, student activities e-blast, electronic signage board, Facebook, and Instagram. Library promotion will continue through these methods. Additionally, two new methods (electronic newsletter, library electronic displays) will be added for FY17.
Goal 2	Renovation of Hightower Library to bring it into the 21st Century in order to support the changing needs of the Gordon State College faculty, students, and community.
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Objective	Provide comfortable spaces with appropriate technology, lighting, climate control, and soundproofing for: • collaborative groups of varying sizes • quiet reading/studying spaces • instructional/ presentation or multi-purpose • presentation practice • archival collection • faculty research • workshops • staff offices/cubicles
Measures	Planning meeting minutes Architect designs and floor plans Complete project
Target (Desired Performance and Deadline)	June 2016
Data Collection (Who/Where/When)	entire library staff, GSC administration, student government association, Houser Walker Architecture, GSC Facilities, input will be sought from all constituents throughout the academic year
Findings & Status	renovation began August 17, 2015 library staff moved offices and library collections out of building - March/April and June/July 2015 into Guillebeau Hall and IC 117, 116, 112 target completion date is March 28, 2016 AV/Technology Reports 100% complete Furniture Reports 100% complete furniture and technology purchased in January/February 2016 furniture and technology delivery and setup expected March/April 2016 grand opening slated for April 21, 2016 prior to Alumni Weekend
Discussion of Results and Action Plan	The renovation seems to be a success. Anecdotal comments from students and faculty indicate they love the building, the pops of color, the study rooms, the openness and all the natural light. All study rooms have been reserved constantly and consistently since the library has re-opened. The library staff would like to collect definitive data using 1) LibQual+ after the building has been opened and used for one year, and 2) feedback left in suggestion box at Circulation Desk. Responses used will help guide the creation and revision of services/resources.
Goal 3	Improve information literacy instruction for entering freshmen in order to better equip students with the necessary research skills needed to prepare them for success in their collegiate work.

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Objective 1	Provide information literacy instruction to all entering freshmen.
Measures	Faculty Survey regarding library instruction
Target (Desired Performance and Deadline)	At least 50% positive responses
Data Collection (Who/Where/When)	Each week faculty requesting library instruction were sent an email containing the faculty survey link which asked for their feedback regarding library instruction and their perception about the usefulness of that instruction.
Findings & Status	33 sessions of library instruction were held of which the majority were English 1101. Other classes included Education, GFYE 0097, English 10098/102/2111/2112/3210/3330, Biology 1107/1111, Chemistry 1152,

	Economics 2105/2106, Human Services 3001, Sociology 1160, Humanities 1501/1502, History 2000, Political Science 1101, Math 1111/2101, and Nursing. Eighteen (18) faculty responded to the survey. Although 66.7% of the faculty said believed their students appeared to be more confident in conducting research after library instruction; others were not sure because research papers had not been completed and evaluated to answer the question. 44.4% of the faculty were able to determine whether the quality if resources selected had improved compared to 55.5% that was either unsure or said the quality had not improved. Overall, the faculty believed that library instruction helped their students.
Discussion of Results and Action Plan	Faculty are able to request library instruction for their classes. However, online resources are also available 24/7 and new learning modules - CREDO Information Literacy Modules – were purchased to provide multiple modalities for providing library instruction. The new learning modules were purchased, implemented, and shared with English 1101/1102 and GFE 0097 instructors as well as Student Success tutors and librarians. Faculty receive email requests to provide feedback regarding library instruction; however, feedback completion is voluntary and based upon the instructors’ time and priority of completion. More feedback is needed from the faculty regarding library instruction. Emails requesting this feedback will continue to be sent on a weekly basis.
Objective 2	Develop an assessment tool to measure successful completion of information literacy instruction by entering freshmen.
Measures	Freshmen English 1101 library instruction post-test survey
Target (Desired Performance and Deadline)	60% of students will score 80%
Data Collection (Who/Where/When)	Students receiving library orientation/instruction in English 1101 during FY16
Findings & Status	33 library orientation/instructions sessions were offered to English 1101 students (799 students in attendance total). 59.95% of those students obtained 90 -100% while 66.3% obtained 80-100%
Discussion of Results and Action Plan	While students met the target goal, methods in instruction and assistance provided when completing the exercise needs to be revisited. The library instruction program will undergo review during FY17 to include creation of 1) learning objectives/outcomes, 2) define what an information literate student at Gordon State should be able to accomplish, 3) review and revise assessment measure (as needed), 4) establish consistent teaching methods amongst the librarians, and 5) streamline learning modules and supporting

	training materials/powerpoints.
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