

Spring, 2016—ongoing

**Person Responsible:**

Library Chair, Librarians, Library Technicians, Instructional Faculty

**Designed:**

It is designed to increase student success

**Student Experience:**

2nd Year/Program Completion, First Year, Remediation

**Promote Library Collections and Databases (especially those with low usage), to increase usage, student enrichment, and engagement.**

**Strategic Plan Goals Addressed:**

1,2

**Action Plan:**

Identify parts of the collection that are underutilized. Network with faculty to promote use of certain databases. Network with Mammoth Joint Use Library to provide training of their staff on our resources to direct students to. Network with LAC lead on ways to promote databases in LAC.

**Measure of Success:**

5% increase in usage of under-used databases by Spring, 2016.

**Expected Completion:**

Spring 2016.

**Person Responsible:**

Librarians in the department, library staff, faculty.

**Designed:**

It is designed to increase student success

**Student Experience:**

2nd Year/Program Completion, First Year, Post-Graduation, Remediation

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## Resource Needs

### Facilities

New 3M Security gates for the main Library (~\$23,000). Our gates are ~10 years old and the average lifespan is ~10 years. Last year we had to get an expensive repair done and the company advised us we'd need to purchase new gates in the near future. M&O thought this would come out of their budget. New 3M Security gate for the Bishop Library (~\$13,000). The Library used to be locked when it was unstaffed. The Site Director decided to keep the Library/LRC open all hours, even when unstaffed, because the computer lab was moved into that room so that the computer lab could be rented out as a community room. We have experienced some theft of library materials because the collection is not secure. Gates are needed as well as barcodes on all existing volumes at the Bishop site. OR Another possibility: Locking book shelves (~\$8,000). Decrease the size of the Bishop collection by half and get locking book-cases to house a more intentional, targeted collection (of books that actually get used: Art books, RESERVE text books, Local History/Local Authors collection, Nursing books) OR Lock the door to the Bishop Library/LRC when not staffed and move some of the computers to a different "computer lab" location. (~\$0).

# Annual Resource Plan

## 2015 - 2016 Academic Year

### Maintenance and Operations

#### Letters and Science

Facilities needs are identified in the library, learning assistance, math, and science plans.

The 3M Security gates in the library at Ridgecrest are approaching end-of-life and will need to be replaced sometime in the near future. *I suggest that we wait on the request, a new system would cost approximately \$12-15K we can still get parts for the existing gates we should repair as needed.*

The learning assistance center requests improved lighting on the second floor, where current lights are non-existent or burnt out and in need of replacement. *. All lower level light bulbs can be replaced in-house, we will begin this March with lower level west side including the study rooms, and move across the lower level as time permits to get all of the lower level done by May. We will replace reachable second floor lighting beginning in June that will leave the higher level lighting for a contractor, suggest that this be part of the new list of projects for 437MOM funds this year.*

The math department would like to see whiteboards in the East Wing at IWV. *This will happen this summer 2015 along with the remodeling of each classroom using Scheduled Maintenance Funding.*

#### **NEW FACILITIES REQUEST AT THE DIVISION LEVEL NOT REFLECTED IN UNIT OR SECTION PLANS.**

Given the needs coming forward in all areas for enhanced faculty professional development, the division requests a dedicated faculty professional development space to make training materials available. Two of the major strategies addressed in this division plan—1) implementing engagement strategies to support student success, persistence, and completion and 2) addressing equity gaps—require intensive professional development. And the creation of a dedicated space that faculty can use individually or in small groups would assist those efforts. A potential space has been identified in the library (the old book ‘morgue’), which is centrally located near IT, the Distance Ed office, and the reference area of the library. To outfit the space, the following items are requested: bookshelves, low filing cabinets, one computer desk, at least two comfortable chairs of the same type as those in the library.

*We may have enough furniture on hand to make this happen without using additional resources.*

## Maintenance and Operations

### IWV:

Child Care facility; renovate all restrooms to include fixtures flooring and lighting, replace all carpeted areas, replace sanitizer, stove; replace backsplash over both sinks, replace all cabinetry in the Kitchen. Patch and paint all classrooms, replace rubber top set base, replace all doors and door hardware to include closers. Evaluate and replace water heaters, HVAC units as needed to stay in compliance with CDC guidelines. Repair all exterior gates and fencing. Replace outdated irrigation system and add trees or shade structures to stay compliant with CDC guidelines. *All this work listed above is needed for the facility to stay in compliance with state regulations, the building is about 25 years old now with really not much work done to the interior of the building. Most of the kitchen equipment is original and needs replaced. We've had several different irrigation systems installed during various grant projects, none of these systems talk to each other. We would like to replace the entire system and replace trees that have died over the past few years due to lack of water of from the hard freeze we had several years ago. Suggest we wait to see what Scheduled Maintenance funds we get for next year and allocation it to this building or include it in the next bond if possible.*

LRC: The lighting in the LRC is failing, M&O can replace the lower level lighting, but is limited to that. We will need to bring a contractor with a scaffolding system to reach the tall sections of the facility. Replace these fixtures with energy efficient fixtures and bulbs to maximize our funding and possible energy reduction to the facility we also need to address the exterior lighting and controls that are failing. *All lower level light bulbs can be replaced in-house, we will begin this March with lower level west side including the study rooms, and move across the lower level as time permits to get all of the lower level done by May. We will replace reachable second floor lighting beginning in June that will leave the higher level lighting for a contractor, suggest that this be part of the new list of projects for 437MOM funds this year.*

Science Labs: Has the need to install a washer and dryer to maintain their lab coats, in the past the instructor or lab aide has taken them home to launder this practice is not safe. They have also identified the need to replace the lab sinks, we have addressed this issue partially in the facilities committee meeting and have earmarked funds to replace (8) eight sinks in chemistry and biology, it would be better for the students if we could do all of them, however this project cannot be completed until the Science Modernization project is completely signed off by the DSA folks at the state level. We expect that to happen in the next few months. *This project will move forward as part of the 437MOM funds now that the Science project has been signed off.*

Welding Lab: The existing welding lab was value engineered when we re-roofed it in 2010 it was identified that we replace the heat ventilating unit, the evaporative cooler and associated controls at the time of roof replacement. With the funding we had that didn't happen, this needs to be completed to maintain the quality of instruction. *The project is estimated at \$10-12K add to the priority list for future 437MOM funds.*

Administration of Justice Program: We need to identify a location for this program, with the Main Building Modernization the space the program currently utilizes will become swing space for many other programs. *Suggest this program be moved into room 145, currently earmarked*