

Unit gap or institutional goals addressed:

It addresses a Guided Pathways practice

Evaluate Resource Needs

Facilities

Supplies (general): \$250

[Accent Display Table](#) - \$5,550, Demco

[Dry erase sign board](#) - \$150 (2 @ \$75 each), Amazon

ESCC Supplies (general) : \$50

Tehachapi Supplies (general): \$50

Information Technology

Eight new library laptops with webcams.

Two boom mics for video production.

Marketing

Creating a direct link to library website from main college page. The library should be a direct link on a college main website page. This is supported by data from website analytics.

We are requesting funding for purchasing some Cerro Coso Library swag: pencils, highlighters, stickers to boost student engagement with their library: \$600

Request funds for postage to mail library newsletters to ISEP and new students. \$2,500

Professional Development

None at this time due to Covid-19 allowing many opportunities for virtual PD and also because travel is not currently possible. In the past, we have requested \$4,000 for the two full-time librarians to attend professional library conferences and will renew this request when funding and travel are more available.

Other Needs

Staffing Requests

1000 Category - Certificated Positions

Librarian

Location:

EKC Tehachapi

Justification:

For the 5th consecutive year, we are requesting a Librarian to serve our expanding service area in EK (Tehachapi Center and CCI Prison). We are aware that new positions may not be considered due to the budget uncertainty that has arisen from the pandemic; however, we are including this to serve as documentation of the continued need for this position.

Cerro Coso's ISEP program has now grown into its own campus with a Director and designated staff. ISEP enrollment is nearly equal to our online enrollment at the college. While the library makes every attempt to offer equitable library supports to ISEP students, we are unable to do so with only two full-time librarians who are already serving the needs of students across the college's service area, including online. We have also dealt with high adjunct turnover. Additionally, the Tehachapi campus has been underserved by the lack of a librarian at EK.

This Librarian would:

Provide library instruction and reference assistance to incarcerated students as well as students enrolled at the Tehachapi Education Center. Collaborate with EK faculty on designing curricula that builds information competency skills, an Institutional Learning Outcome.

Perform collection development and maintenance in collaboration with EK faculty and working with the prison administrators and librarians.

Offer library instruction and workshops to students at EK and in ISEP courses.

Ensure OER adoption at the prisons is compliant with Creative Commons Licensing.

Work with the IWV Librarians to align library programming, services, and access to resources to achieve Accreditation Standard II B (equitable library services to ALL students regardless of location or means of delivery).

Data Justifications:

Prison reference began in AY 17-18 with 669 prison reference compared to on-ground, which was 377. In AY 18-19, we had 1074 prison reference, compared to 425 for on-ground. We also staffed 1.8 FTE adjunct hours in AY 18-19, with the majority being at EK. For AY 19-20, prison reference was 540, compared to 224 on-ground. For AY 20-21, prison reference was 179 compared to 0 on-ground. Both AY 19-20 and 20-21 reflect lower statistics as a result of the library closure due to earthquake damage (on-ground) and the global Covid-19 pandemic that closed the college and moved prison education to correspondence mode, which decreased faculty submitting large batch student research requests. As we move back into in-person instruction at the prisons, prison reference will grow back to the increased rates we saw before the pandemic. As the prison enrollments continue to grow, so will the need for library supports.

At least two sections of LIBR C111 are taught each semester at the prisons using adjuncts. This amounts to a .4 semester faculty load.

The EK site director fully supports this position and has indicated that she will support the request in her AY 22-23 Section Plan.

Two full-time counselors have been hired to serve the needs of ISEP students.

Prison instructors have a goal of 100% OER adoptions, so there is a need for increased library support to ensure Creative Commons compliance and to help avoid potential copyright violations that could put the District in legal jeopardy.

2000 Category - Classified Staff

None

Location:

Salary Grade: