Name of Program / Department: Learning Resource Centers

Mission Statement

The primary purpose of the Learning Resource Centers is to provide library materials, services, and facilities necessary to support the College's instructional programs, to meet student course and non-course related library needs, and to meet administrative and public service requirements. In addition, the Learning Resource Centers accept the responsibility for providing materials and services to all members of the College community including traditional and nontraditional students, online, and distance learners. We further strive to promote the teaching and learning process through an information literacy program designed to enable users to "recognize when information is needed and have the ability to locate, evaluate, and use effectively the needed information."*

*American Library Association, Presidential Committee on Information Literacy.

Summary of Access, Productivity and Effectiveness

The Learning Resource Centers maintain comprehensive statistics in five major areas: personnel, collection, circulation, information literacy, and electronic resource usage statistics. These categories are reported on national academic library surveys and allow us to compare ourselves with peer institutions and others. The library uses these comparisons as well as internal comparisons, surveys, and learning outcomes to measure effectiveness.

Personnel

Each campus library employs a professional librarian holding the Master's degree in library and information studies from an American Library Association accredited university. Each campus library also employs a part-time professional librarian for evening hours. Both the Jefferson and Shelby Campus libraries employ an additional staff member during daytime hours due mainly to the higher enrollment as well as the physical size of those locations. Each campus librarian is responsible for all facets of library services at their respective locations, including but not limited to collection development, bibliographic instruction, reference services, and circulation. The library director maintains all technology which includes cataloging, systems administration, website management and also provides library services at the Chilton Campus LRC and on other campuses.

Collection

The Learning Resource Centers acquire resources in both print/traditional and electronic/online format. Since it is not anticipated staff levels will increase, the Centers continue to rely on electronic resources and services. Print resources require staff involvement for physical processing and storage. Shelby, St. Clair, and Chilton have limited space available for print resources; therefore, the shift to online content will

continue to be the most feasible and cost efficient method of collection development. This includes the cancelation of various print journal titles as those titles become available/affordable in electronic format.

Collection	FY2016	FY2017	FY2018
Titles Held [traditional]	63,874*	63,660*	63,134*
Electronic Books available	180,799	193,910	241,935
Print Journals	193	181	156
Digital Media	n/a	24,932	26,768
Electronic Aggregation	60	60	57

*Title count; not volume count

Circulation and Usage

Circulation statistics indicate significantly reduced use of the traditional print collection at all campus libraries. Circulation of reserve material also continues to decline. A new category has been added for this cycle: dual enrollment textbook circulation. The libraries maintain the inventory for the High School Programs.

Although circulation of traditional materials has declined, usage of electronic resources indicates steady increases over each reporting period.

Circulation and Usage	Previous Cycle [Average]	Current
Regular/Traditional	980	614
Reserves	2,807	2,073
Dual Enrollment Textbooks	n/a	554
Electronic Book Searches	50,167	106,339
Platform Sessions	50,167	127,735
Database Report [Retrievals only]	77,747	162,793

Platform sessions indicate the number of times the library's integrated search tool [EBSCO Discovery Service] is utilized. EDS is our primary search engine. The Database Report indicates the number of document retrievals and/or downloads.

Information Services

Library instruction is the most important service the library staff provides and it is conducted through a variety of methods:

- classroom instruction as scheduled by instructors and instructional sessions for various groups and events on campus
- virtual instruction using interactive tutorials and quizzes [Springshare LibWizard software; new for the current cycle therefore, no data for pervious cycle]
- interactive guidance using subject and program resource guides [Springshare LibGuides CMS platform; new for the current cycle therefore, no data for the previous cycle]

- virtual reference service including both a live chat option and a self-service knowledge base option [Springshare LibAnswers platform; new for the current cycle, therefore no data for the previous cycle]

	Previous Cycle [Average]	Current
Classroom instruction	82	289
Virtual Instruction	577	2,348
Access/views: Interactive Guides	27,214	232,175
Virtual Reference [live and self-service]	364	1,641
Student Engagement*	n/a	2,888

*New category to record librarian engagement with students, faculty, others. Collection of this data began in late spring 2019. Data points collected include the following:

- Directional queries – non-library related
- Directional queries – library related
- Provision of library services
    - Accessing the library online
    - Location of print items using EDS or browsing shelves
    - Research assistance
    - Understanding of search results
    - Circulation
    - Blackboard questions
    - Formatting questions [Word, Excel, etc.]
    - Other
- Types of Research Assistance [by course and/or program area]
- Method of engagement [phone; email; in person]

Peer Comparison

The Resource Centers use the National Center for Educational Statistics to gather data on comparable institutions. The LRC selects comparison between this institution and the Gadsden State and Calhoun State Community Colleges. These institutions were selected due to similarities in FTE enrollment numbers. The libraries compare favorably in all categories selected with the exception staffing. We fall below the comparison group's average and are considerably lower than the national average. It should be noted that the comparison group also falls well below the national average. In contrast, our Resource Centers excel in terms of providing library resources and services utilizing modern and emerging library technologies.

On the surface, diminished staff levels may appear problematic; however, the libraries use technology **extensively** in the delivery of library resources, services, and instruction to the campus community.

Please see attached supporting document:
- National Center for Education Statistics Peer Comparison Snapshot

2016 – 2017 Accomplishments
- Electronic resource subscriptions were renewed with no interruption of service or delivery

- Print journal subscriptions were renewed with no interruption in service or delivery; those titles that can be accessed digitally were dropped due to storage issues at each campus LRC.
- Comprehensive library and web management platform successfully configured and integrated to replace overpriced and ineffecient SirsiDynix system
- Expansive integration of **PrepStep for Two Year Colleges** content into library and college systems. This content provides college/academic success skills and developmental education tutorials and has been integrated into several student services areas including the Learning Success Center, the Testing Centers, and the college's course management system.
- Addition of furniture to accommodate more students at the St. Clair LRC
- Addition of computers and computer tables for student use at the St. Clair LRC
- Replacement of damaged furniture at the Jefferson LRC
- Replacement of damaged/dead computers for student use at the Jefferson LRC
- Installation of cameras in the four private study/testing rooms in the Shelby LRC

2017 – 2018 Accomplishments
- All resource subscriptions [print and digital] were evaluated and renewed with no interruption in service.
- Current library technology suite license agreements were renewed with no interruption of service or delivery.
- Charging stations for student devices were acquired/installed.
- Multi-media furniture at Shelby and Chilton was acquired/installed.
- E-Reserves module was acquired and configured; this product provides electronic reserves for courses in a Fair Use environment with no burden to the instructor
- The library created a Guide to Information Literacy using the LibGuides CMS platform. The Guide includes interactive tutorials on library instruction including the use of the library discovery service to locate quality informational and instructional resources. The Guide also takes advantage of existing resource subscriptions to provide streaming video content and additional interactive guidance on information literacy across all disciplines.

Internal Conditions:

1. **Technology**
   The library maintains several advanced systems which provide for the delivery of resources, services, and materials to the JSCC campus community. These systems also provide for a rich online environment for all library users, especially those whose primary mode of education is online or distance education. The cost for these systems are in the form of annual subscriptions and license agreements. These costs can be expected to increase approximately five to seven percent each year.

   All library technology is purchased and maintained by the library and does not impose upon the staff of the Information Technology Department with the exception of those Learning Tool Inter-operability [LTI] applications which allow the library technology to integrate with the college course management system. The college's Blackboard administrator provides connectivity on the Blackboard side of LTIs and the library provides the connectivity for the library technology suite.

It should also be noted that the current technology configuration for the library requires no equipment maintenance as all systems are hosted by the respective vendors. The exception is the remote authentication software which resides on a virtual server maintained by the Information Technology Department. Upgrades and customizations/configurations are performed by the library.

2. Budget
A. Integrated information technology systems

Systems Subscriptions Most Recent Service Year FY2018

AutoGraphics VERSO ILS	$4,873.00
Springshare Library Suite	$6,515.00
EBSCO Discovery Service	$ 23,160.00
EBSCO LTI Apps	$3,030.00
Full Text Find/Link Resolver	$1,680.00
EZ Proxy Remote Authentication	$550.00
GVRL Hosting Fee	$642.00

TOTAL   **$40,455.00**

The cost for these systems can be expected to increase from approximately five to seven percent each year. The libraries cannot function without the continued renewal of each of these subscriptions. It should also be noted that LibGuides CMS provides the interactive web presence for the ADA Accommodations Office; High School Programs; Learning Success Centers; and the Testing Centers; these are maintained by the library director.

Please see the attached supporting documents:
- Actual costs FY2018; projected costs for FY2019 and FY2020

B. Collection development
1. Accreditations: Replacement of aged/weeded content in programs seeking accreditation; addition of new resources and electronic content for those programs
2. Initiatives: Addition of content to reflect initiatives in developmental education and workforce development programs
3. Collaboration: The library's new technology suite provides online forms for collection development and therefore there is a welcomed trend toward increased collaboration with faculty and the integration of learning resources into the curriculum; new resources are continuously being considered for acquisition.

C. Current print journal subscriptions, projected cost of renewals
Subscriptions to print journals are reviewed each year to determine feasibility in retaining. Cost increases are based upon 3 year average of 5 to 7 percent increase per subscription. It should be noted that the libraries are reducing print volumes due to shortages of storage space and the ease of electronic replacements.

Most Recent Service Year FY2018

Jefferson LRC	$ 2,161.48
Shelby LRC	$ 4,191.34

St. Clair LRC	$ 2,900.04
Chilton LRC	$2,693.01

Please see the attached supporting documents:
- Actual costs FY2018; projected costs for FY2019 and FY2020

D.   Current subscriptions to databases and learning resources

Cambridge Companions Online	$3,944.22
Credo Reference Library	$4,150.00
Academic Complete E-books	$7,773.00
Academic Search Complete	$5,747.00
Associates Program Plus	$10,959.00
Business Source Complete	$5,451.00
CINAHL Complete	$8,577.00
Applied Sciences & Technology Complete	$7,260.00
America: History & Life With Full Text	$4,280.00
Historical Abstracts With Full Text	$4,280.00
Literary Reference Center	$7,541.00
Nursing Reference Center	$8,667.00
PrepStep	$4,235.06
PrepStep Computer Skills Center	$2,688.00
Job & Career Accelerator	$2,393.00
Rehabilitation Reference Center	$6,680.00
Science Direct College Edition	$4,013.98
Nursing Resource Center	$1,843.87
Testing & Education Reference Center	$2,810.22
Films On Demand	$8,661.65
Today's Science	$799.20
Nursing Journals/Made Incredibly Easy Series	$14,817.36
Oxford Art; Oxford Music	$10,590.00

$138,161.56

Please see the attached supporting documents:
- Actual costs FY2018; projected costs for FY2019 and FY2020

3.   Staffing
A.   Jefferson LRC
The Jefferson LRC represents the largest physical space of any of the JSCC libraries and therefore requires the largest workforce. The Learning Resource Center on the Jefferson Campus is also a designated selective depository for government documents. The LRC also houses the institutional archives. Currently, the Jefferson LRC employs one full time librarian, one part-time evening librarian, and one professional staff member.

B. Shelby LRC

The Shelby LRC currently employs one full time librarian, one part-time librarian for evenings, and one non-professional staff member.

The Shelby LRC also hosts tutors for math and English [beginning fall 2017]. Those salaries are not paid from the library budget but their presence in the LRC is a wonderful asset to our students and creates opportunities for student engagement with library staff.

C. St. Clair LRC

The St. Clair LRC employs one professional librarian and one part-time evening librarian.

D. Chilton LRC

The Chilton LRC employs one professional librarian and one part-time evening librarian.

4. **Resources**

A. Combined Collections period ending FY2018:

Collection	Total FY2018
Titles Held [traditional]	63,134
Electronic Books available	241,935
Print Journals	156
Microform units	2,255
Digital Media	26,768
Archives	45 linear feet

The collection is not static and is constantly undergoing analysis and maintenance. As print titles begin to age they are often replaced with electronic content. It is anticipated the print collection at the Jefferson LRC will dwindle until only those titles with historic value and timelessness [i.e. literature, art, humanities] will be retained. Titles in nursing, allied health, computer information systems, and modern business require periodic weeding as these collections age faster than any other area of the Resource Centers' combined collections and those also are being replaced when possible with electronic content. It should be noted that the titles held also include titles from the government documents collection.

B. Technology

EBSCO Discovery Service with Full Text Finder [formerly A to Z Link Source]
Springshare LibGuides CMS
Springshare LibWizard
Springshare LibAnswers
OCLC EZ Proxy Remote Authentication software will be replaced by OpenAthens Single Sign on
Miscellaneous hardware/software to support systems

All technology systems work interactively to provide the rich online environment of the Learning Resource Centers. The systems also provide a means of inventory control, electronic resource management, and data collection/assessment. Funding is required each year to maintain these systems' licenses and software agreements.

5. **Enrollment**

The Learning Resource Centers serve the entire college community with a library at each physical campus and the provision of resources and services to distance education.

Enrollment [Data provided by JSCC IRIR]
Enrollment Headcount Fall 2018: 9,082
Enrollment FTE Fall 2018: 4,894

Enrollment numbers are provided here to show the number of students being served by the four libraries and the library technology.

6. **Facilities**

A. Jefferson LRC

The Jefferson LRC represents the largest physical space in the library system. The library will continue to decrease print holdings and focus on electronic content. The Jefferson LRC is also a repository for government documents. This collection is significantly reduced as the Government Publishing Office provides a majority of its content in electronic format. Ultimately, the JSCC Libraries want to move away from any print material in the government documents collection. This must be approved at the regional and federal level by the Superintendent of Documents. It is likely it will need to be approved by local college administration as well. The library does not have the staff to maintain an extensive print collection in government documents.

During this reporting cycle, the Allen Library Building underwent renovations in both the Enrollment Services offices [first floor] and the LRC [second floor]. Those changes affecting the LRC include the following:

- The Learning Success Center was installed inside the Jefferson LRC
- Tutoring Stations were configured for math and writing tutors housed in the Jefferson LRC
- Two additional private study rooms were constructed; the funds for this project came from the Maintenance Department.
- The Jefferson LRC lost its Instructional Classroom space and therefore reconfigured an alternate space; more appropriate seating and technology will be included as part of this plan.

B. Shelby LRC

The Shelby LRC has a seating capacity of approximately 120 with study carrels, a group study room, individual study rooms, and an open computer lab. The Shelby LRC also hosts math and English tutors. This is a welcome addition as it brings students into the library who may not otherwise access and use our resources.

Some of the furniture in the Shelby LRC will need to be replaced as the pieces are aged and damaged. There is also the need for access to "charging stations" as most students have either a laptop, tablet, or smartphone. The current configuration of recessed outlets presents a tripping hazard and integrated charging options will be included as part of this plan.

During this reporting cycle, several changes were made to the library space:

- A door was installed between the Learning Success Center and the LRC Classroom
- Some new seating was added via the installations of new tables with charging stations.
- The ADA Accommodations Office was relocated to the library, including all staff and related special equipment

C.   St. Clair LRC

The St. Clair LRC facility as a seating capacity of approximately 45 students with networked computing and printing services for students. There is also the need for access to "charging stations" as most students have either a laptop, tablet, or smartphone. The current configuration of recessed outlets presents a tripping hazard and integrated charging options will be included as part of this plan.

D.   Chilton LRC

The Chilton LRC facility has a seating capacity of approximately 45 students with networked computing and printing services for students. The space also has a flat panel display for use in multimedia presentations. A request for an overhead projector will be included as part of this plan to replace the flat panel display which is difficult to view except when extremely close.

7.   **Equipment**

This area has significantly reduced with the move to cloud solutions for library technology as well as the increase in digital content. The primary equipment needs for the libraries revolve around student and staff computing. The library will rely on guidance from the Information Technology Department for scheduled replacement of student computing and printing services. The rotation schedule for computers in use at all campus libraries is attached as part of this document. Any computers up for replacement will be requested in the upcoming fiscal year.

A.   Photocopying:

Each Learning Resource Center provides photocopying via a coin-operated leased copy machine. The library will defer to vending services in judging the life expectancy of those leased copiers.

B.   Student Computing

Replacement of computers is managed by a Rotation Schedule provided by the Information Technology Schedule. The schedule is included in this document and any computers to replaced based on the schedule will be requested as appropriate.

Jefferson LRC: student computing area consisting of ten networked computers connected to one high-capacity black and white printer. The Jefferson LRC also has one networked computer with adaptive technology for use by students receiving accommodations through the ADA Accommodations Office. The Information Technology Department provides all maintenance and service to these machines.

Shelby LRC: student computer lab of twenty-two networked computers connected to one high-capacity black and white printer. The Shelby LRC also has one networked

computer with adaptive technology for use by students receiving accommodations through the ADA Accommodations Office. The Information Technology Department provides all maintenance and service to these machines.

St. Clair LRC: student computing area of five networked computers connected to one high-capacity black and white printer. The St. Clair LRC also has one networked computer with adaptive technology for use by students receiving accommodations through the ADA Accommodations Office. The Information Technology Department provides all maintenance and service to these machines.

Chilton LRC: student computing area of twelve networked computers connected to one high-capacity black and white printer. The Chilton LRC also has one networked computer with adaptive technology for use by students receiving accommodations through the ADA Accommodations Office. The Information Technology Department provides all maintenance and service to these machines.

E.   Staff Computing
Staff computers are also included in the Rotation Schedule mentioned above and any replacements will be driven by the schedule.

External Conditions
- Continued loss of state funding for the Alabama Virtual Library which results in loss of resources to all colleges in the state; necessitates each college acquire resources themselves at significant cost
- Rising costs of all library resources
- Potential consortia for the two year college libraries which would allow for discount purchasing through various group models with vendors
- Continued increase in courses delivered online only
- Issues surrounding digital publishing and its continued impact on the publishing industry and subsequent effect on libraries and how we provide access to resources
- Rising cost of textbooks and other course related resources will place an additional burden on academic libraries
- Accreditations: program specific
- Regional accreditation [SACSCOC] and related resources to support the selected quality enhancement plan
- Developmental education initiatives and the need to provide resources in remedial education to bridge the gap between high school and college
- Workforce education initiatives and career resources for our entire student population
- The JSCC Libraries manage open educational resources for several instructors and as more instructors begin to adopt OER, expansion of these services may require additional modules from the technology vendor, Springshare.

Considerations for Development of Unit Strategic Plans:

1.   What can be done to improve the operation of the unit?

Intelligent acquisition and integration of library technologies to provide access to library resources and services to all library users with student engagement as the

centerpiece of library services. The use of technology allows the library to expand its reach beyond its four locations and limited staff and is therefore a critical component to our ability to serve the campus community.

Collaboration with faculty in all disciplines to promote library resources which support student learning, academic success, and career success.

Integration of information literacy initiatives across all disciplines to promote the academic success and real-world abilities of our students.

Access to electronic content in all disciplines to keep pace with student demand and trends in academic libraries.

Provision of learning resources to bridge the gap between high school and college as well as provide tools and resources to develop life skills for our student population.

Provision of learning resources to serve as "open educational resources" for various departments, including but not limited to:

- Nursing Education Program
- Respiratory Technology Program
- Other allied health programs
- Communications and Liberal Arts

2.   What are the desired Service Unit Outcomes for the unit?

Library users will have access to library resources, materials, and services.

Library users will find collections to be sufficient in quality, depth, diversity, format, and currency to support the college's teaching and learning initiatives.

Library users will discover information in all formats through effective use of library technologies and organization of information.

Library users will seek engagement with librarians in a variety of ways and contexts when seeking information resources.

Library users will select among multiple options for instruction.

3.   What equipment / resources are needed to accomplish the unit's goals and objectives?

Maintain current level of funding for existing technology systems, electronic subscriptions, and print subscriptions which support the teaching and learning initiatives of the college.

Continued integration of LibGuides CMS with existing campus technology to provide campus-wide library instruction on a consistent basis to students and faculty regardless of status [traditional classroom, web-supported, or online

only]. Acquire additional Springshare LibGuides modules to further enhance the library's ability to provide resources and services while staff levels remain static.

Acquisition and integration of electronic resources which are designed to enhance information literacy skills in science, technology, engineering, and mathematics as part of a national effort to educate students in recognizing "fake news" and other negative impacts of the proliferation of information.

Digitization of the college Archives to extend the life of the aged and damaged content and to provide virtual access to those archival documents.

4.   Are there any goals or objectives that were not completed from previous year that should be included in the new plan?

No.

Unit Goals 2019-2020

OBJECTIVE
Provide access to library resources, materials and services to support the curriculum by maintaining current level of electronic resources [research databases, electronic book platforms, subscriptions] and technology infrastructure.

Link to unit outcome:
Library users will have access to library resources, materials, and services.

Objective will be met when:
Current level of electronic resources and technology infrastructure licenses/subscriptions are renewed.

Additional Springshare library management modules are acquired and configured. It should be noted that the library technology manages interactive websites for multiple departments within the college. In addition, these web services are expanding as departments embrace open educational resources and library resources as replacements for textbooks and course material.

Student and staff computing is updated at all campuses based upon the Rotation Schedule as provided by the Information Technology Department:

Jefferson Campus
- Circulation desk computer replacement [estimated at $1,100.00]
- Additional circulation desk computer [estimated at $1,100.00]
- Library classroom computer [estimated at $1,100.00]
- User Services Manager computer [estimated at $1,100.00]

Shelby Campus
- Circulation desk computer [estimated at $1,100.00]

St. Clair Campus
- Replace five student computers [estimated at $5,500.00]

- Replace two staff computers [estimated at $2,200.00]

Chilton Campus
- Library director's computer is out of warranty and will be replaced during the upcoming fiscal year
- Software packages used by the director in creation/maintenance of all specialized documents and web guides:
  - Adobe Acrobat Pro, single license [estimated at $650.00]
  - Adobe Dreamweaver, single license for CSS editing [estimated at $199.00]
  - Adobe Captivate, single license [estimated at $225.00]
  - SnagIt, single license [estimated at $99.00]

Funding Request:
- Technology infrastructure: **$50,924.51**
- Additional Springshare modules: estimated at **$2,200.00**
- Resources: **$167,002.95**
- Student/staff computing: **$15,473.00**

OBJECTIVE
Provide library resources and services to support any scheduled accreditation renewals.

Link to unit outcome:
Library users will find collections to be sufficient in quality, depth, diversity, format, and currency to support the college's teaching and learning initiatives.

Objective will be met when:
Resources are audited, updated, and dessiminated to the various programs with accreditation actions.

Funding Request: $9,250.00

OBJECTIVE
Reconfiguration of library spaces to accommodate students and provide more efficient environments for student engagement.

Link to unit outcome:
Library users will seek engagement with librarians in a variety of ways and contexts when seeking information resources.

Library users will select among multiple options for instruction.

Funding Requests:

Four each: IFP8650-E2 - 86" ViewBoard® Interactive Flat Panel Education Bundle with Trolley Cart; one for each campus library; estimated at $6,250/each - $25,000.00

Updated casual seating for the Jefferson and Shelby Campus LRCs; estimated costs at $14,950.00

Additional charging stations at all campus libraries; estimated costs $2,200.00

Mobile furniture for the reconfigured library classroom at the Jefferson LRC; estimated at $11,275.00

Additional wireless node for the Jefferson Campus LRC to support mobile computing carts and student wi-fi access; estimated at $8,000.00

Mobile cubicle walls for tutoring areas of Jefferson Campus LRC; estimated cost $7,800.00

Reconfiguration of the Shelby Campus LRC to accommodate growing student traffic and access to the relocated ADA Accommodations Office:
- new study carrels with power
- study spaces for small groups
- removal of most of the library shelving through weeding; replace this area with student seating with power
- installation of a circulation desk providing separation of spaces for library staff and ADA staff
- remodeling of the library classroom to better accommodate the math and writing tutors while still providing study room access for students
- remodel/reconfigure the student computer lab into a classroom setting so that this space can be used as a classroom with reservations handled by the library staff
- Estimated costs for above: between $50,000 and $125,00

Promotional and marketing budget to include the following:
- JSCC purple tablecloths with LRC logs
- Sponsorship of various student group activities and events by the provision of lunches; snacks; promotional "swag" items; etc.
- Estimated costs at $4,890.00

Unit Goals 2020-2021

OBJECTIVE
Provide access to library resources, materials and services to support the curriculum by maintaining current level of electronic resources [research databases, electronic book platforms, subscriptions] and technology infrastructure.

Link to unit outcome:
Library users will have access to library resources, materials, and services.

Objective will be met when:
Current level of electronic resources and technology infrastructure licenses/subscriptions are renewed.

Funding Request:
- Technology infrastructure: **$54,489.23**
- Resources: **$178,693.15**

OBJECTIVE

Provide library resources and services to support any scheduled accreditation renewals.

Link to unit outcome:

 Library users will find collections to be sufficient in quality, depth, diversity, format, and currency to support the college's teaching and learning initiatives.

Objective will be met when:

Resources are audited, updated, and dessiminated to the various programs with accreditation actions.

Funding Request: $11,250.00

National Center for Education Statistics

Academic Libraries Survey Fiscal Year: 2012

NCES is not responsible for the manner in which this information is presented. This information is provided as an extra service to the user.

Averages	Number of Branch Libraries	Library Collection is Entirely Electronic
Jefferson State Community College, AL	3	NO
Comparison Group Average	3	Not Applicable
STATE AVERAGE	1	Not Applicable
NATIONAL AVERAGE	1	Not Applicable
Comparison Group Median	3	Not Applicable
STATE MEDIAN	0	Not Applicable
NATIONAL MEDIAN	0	Not Applicable

Library Name	Number of Branch Libraries	Library Collection is Entirely Electronic
Gadsden State Community College, AL	4	NO
John C Calhoun State Community College, AL	1	NO

Carnegie Classification Code	Generated Sector	Total FTE 12-Month Enrollment	Carnegie Classification 2005 Basic	Librarians
Associate`s Colleges	Public, 2 year	5,512	Associate`s — Public Urban— serving Multi-campus	4.55
Not Applicable	Not Applicable	6,108	Not Applicable	5.52
Not Applicable	Not Applicable	3,510	Not Applicable	5.99
Not Applicable	Not Applicable	3,878	Not Applicable	7.7
Not Applicable	Not Applicable	6,108	Not Applicable	5.52
Not Applicable	Not Applicable	1,664	Not Applicable	2.62
Not Applicable	Not Applicable	1,508	Not Applicable	3.75

Carnegie Classification Code	Generated Sector	Total FTE 12-Month Enrollment	Carnegie Classification 2005 Basic	Librarians
Associate`s Colleges	Public, 2 year	4,868	Associate`s — Public Rural — serving Large	6.9
Associate`s Colleges	Public, 2 year	7,347	Associate`s — Public Rural — serving Large	4.13

Other Professional Staff	Librarians and Other Professional Staff	Librarians and Other Professional Staff Per 1,000 FTE Students	All Other Paid Staff
1	5.55	1.01	2
0	5.52	0.99	5.85
2.63	8.46	3.05	6.53
2.5	10.03	3.97	9.49
0	5.52	0.99	5.85
1	3.52	2.37	2.37
0.75	4.2	2.27	3

Other Professional Staff	Librarians and Other Professional Staff	Librarians and Other Professional Staff Per 1,000 FTE Students	All Other Paid Staff
0	6.9	1.42	6.9
0	4.13	0.56	4.79

Student Assistants	Total Staff	Total Staff Per 1,000 FTE Students	Books, Serial Backfiles and Other Paper Materials — Added
0	7.55	1.37	247
0.95	12.31	2.22	1,337
4.13	18.77	6.51	8,486
6.27	25.25	8.36	8,257
0.95	12.31	2.22	1,337
1.95	9	4.65	1,155
2.25	10	5.19	1,412

Student Assistants	Total Staff	Total Staff Per 1,000 FTE Students	Books, Serial Backfiles and Other Paper Materials — Added
1.9	15.7	3.23	1,406
0	8.92	1.21	1,267

Books, Serial Backfiles and Other Paper Materials — Held	Books, Serial Backfiles, Other Paper Materials Per FTE Student	E-Books - Added	E-Books - Held
217,609	39.48	65,900	149,363
81,597	15.09	136	40,819
276,449	83.67	12,952	73,550
323,566	91.42	16,901	77,923
81,597	15.08	136	40,819
66,815	36.95	1,012	27,078
71,365	33.88	455	25,000

Books, Serial Backfiles and Other Paper Materials — Held	Books, Serial Backfiles, Other Paper Materials Per FTE Student	E-Books - Added	E-Books - Held
114,717	23.57	101	34,912
48,477	6.6	171	46,726

Microforms - Added	Microforms - Held	Audiovisual Materials - Added	Audiovisual Materials - Held
0	2,255	82	1,478
0	32,525	298	2,819
689	359,755	756	9,994
1,211	317,060	2,307	33,194
0	32,525	298	2,819
0	1,890	44	2,060
0	3,297	112	3,011

Microforms - Added	Microforms - Held	Audiovisual Materials - Added	Audiovisual Materials - Held
0	0	553	4,822
0	65,049	42	815

Returnable Interlibrary Loans and Documents Provided to Other Libraries	Non-Returnable Interlibrary Loans and Documents Provided to Other Libraries	Total Interlibrary Loans Provided
0	0	0
37	3	39
436	531	950
1,906	1,234	3,213
37	3	39
12	0	12
274	23	387

Returnable Interlibrary Loans and Documents Provided to Other Libraries	Non-Returnable Interlibrary Loans and Documents Provided to Other Libraries	Total Interlibrary Loans Provided
73	5	78
0	0	0

Returnable Interlibrary Loans and Documents Received	Non-Returnable Interlibrary Loans and Documents Received	Documents Delivered From Commercial Services
0	0	0
59	0	0
373	541	9
1,571	1,243	86
59	0	0
27	0	0
188	55	0

Returnable Interlibrary Loans and Documents Received	Non-Returnable Interlibrary Loans and Documents Received	Documents Delivered From Commercial Services
35	0	0
83	0	0

Total Interlibrary Loans Received	Circulation Transactions (General)	Reserve Circulation Transactions
0	2,595	5,297
59	9,178	2,002
897	14,369	3,034
2,949	34,717	11,602
59	9,178	2,002
27	3,944	461
310	9,006	1,466

Total Interlibrary Loans Received	Circulation Transactions (General)	Reserve Circulation Transactions
35	6,521	2,003
83	11,834	2,001

Circulation Transactions (Included Reserves)

Per FTE Student	Number of Presentations	Total Attendance at All Presentations
1	232	5,104
2	90	1,626
5	113	1,925
12	157	2,984
2	90	1,626
2	42	1,000
6	75	1,303

Circulation Transactions (Included Reserves)

Per FTE Student	Number of Presentations	Total Attendance at All Presentations
2	80	1,270
2	100	1,981

Hours Open in a Typical Week	Gate Count in a Typical Week	Total information services to individuals
62	4,000	6,300
61	5,301	6,735
3,950	4,136	8,509
6,475	6,808	8,294
61	5,301	6,735
1,707	1,782	3,278
2,493	2,705	2,990

Hours Open in a Typical Week	Gate Count in a Typical Week	Total information services to individuals
61	5,812	10,185
60	4,789	3,285

Documents Digitized by Library Staff (Y/N)?	E-mail/Web Library Reference Service (Y/N)?	Technology to Assist Patrons with Disabilities (Y/N)?
NO	YES	YES
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable

Documents Digitized by Library Staff (Y/N)?	E-mail/Web Library Reference Service (Y/N)?	Technology to Assist Patrons with Disabilities (Y/N)?
NO	YES	YES
NO	YES	YES

Theses in Electronic Format (Y/N)?	Chat reference, commercial service (Y/N)?	Chat reference, instant messaging applications (Y/N)?
NO	YES	YES
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable

Theses in Electronic Format (Y/N)?	Chat reference, commercial service (Y/N)?	Chat reference, instant messaging applications (Y/N)?
NO	NO	YES
NO	NO	NO

E-mail reference (Y/N)?	Library support virtual reference services (Y/N)?	Short message service (SMS) or text messaging (Y/N)?
YES	YES	YES
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable

E-mail reference (Y/N)?	Library support virtual reference services (Y/N)?	Short message service (SMS) or text messaging (Y/N)?
YES	YES	NO
YES	YES	NO

Maintenance/Service	Item	FY2019	FY2020	FY2021
AutoGraphics	VERSO ILS	$5,214.11	$5,579.10	$5,969.63
EBSCO Publishing	Curriculum Builder; LTI Apps	$1,797.60	$1,923.43	$2,058.07
EBSCO Publishing	EBSCO Discovery Service	$24,781.20	$26,515.88	$28,372.00
EBSCO Publishing	Full Text Finder [Formerly A to Z]	$3,242.10	$3,469.05	$3,711.88
Gale	GVRL hosting fee	$686.94	$735.03	$786.48
OpenAthens	Single Sign On to replace EZ Proxy	$4,900.00	$5,243.00	$5,610.01
Springshare	LibGuides Library Technology Suite	$6,971.05	$7,459.02	$7,981.16
TOTAL		**$47,593.00**	**$50,924.51**	**$54,489.23**
Electronic Resources	**Resource**	**FY2017**	**FY2018**	**FY2019**
Cambridge University Press	Cambridge Companions Online	$4,220.32	$4,515.74	$4,831.84
Credo	Credo Reference Library	$4,440.50	$4,751.34	$5,083.93
EBSCO Publishing	Academic Complete E-books	$8,162.00	$8,733.34	$9,344.67
EBSCO Publishing	Academic Search Complete	$6,034.00	$6,456.38	$6,908.33
EBSCO Publishing	Associates Program Plus	$11,507.00	$12,312.49	$13,174.36
EBSCO Publishing	Business Source Complete	$5,723.00	$6,123.61	$6,552.26
EBSCO Publishing	CINAHL Complete	$9,006.00	$9,636.42	$10,310.97
EBSCO Publishing	Applied Sciences & Technology Complete	$7,623.00	$8,156.61	$8,727.57
EBSCO Publishing	America: History & Life With Full Text	$4,410.00	$4,718.70	$5,049.01
EBSCO Publishing	Historical Abstracts With Full Text	$4,410.00	$4,718.70	$5,049.01
EBSCO Publishing	Literary Reference Center	$7,182.00	$7,684.74	$8,222.67
EBSCO Publishing	Nursing Reference Center	$9,100.00	$9,737.00	$10,418.59
EBSCO Publishing	PrepStep	$4,364.00	$4,669.48	$4,996.34
EBSCO Publishing	PrepStep Computer Skills Center	$2,822.00	$3,019.54	$3,230.91
LearningExpress	Job & Career Accelerator	$2,513.00	$2,688.91	$2,877.13
EBSCO Publishing	Rehabilitation Reference Center	$6,938.00	$7,423.66	$7,943.32
EBSCO Subscription Services	Jefferson LRC print journal subscriptions	$2,161.48	$2,312.78	$2,474.68
EBSCO Subscription Services	Shelby LRC print journal subscriptions	$4,191.34	$4,484.73	$4,798.67
EBSCO Subscription Services	St. Clair LRC print journal subscriptions	$2,900.04	$3,103.04	$3,320.26
EBSCO Subscription Services	Chilton LRC print journal subscriptions	$2,693.01	$2,881.52	$3,083.23
Gale	Nursing Resource Center	$1,936.06	$2,071.58	$2,216.60
Gale	Testing & Education Reference Center	$2,950.73	$3,157.28	$3,378.29
InfoBase Learning	Bloom's How To Write About	$1,099.00	$1,175.93	$1,258.25
InfoBase Learning	Films On Demand	$8,924.74	$9,549.47	$10,217.93
InfoBase Learning	Today's Science	$831.17	$889.35	$951.61
InfoBase Learning	Feature Films for Education	$2,749.25	$2,941.70	$3,147.62
Ovid	Nursing Journals/Made Incredibly Easy Series	$15,854.58	$16,964.40	$18,151.91
Oxford University Press	Oxford Art; Oxford Music	$11,331.30	$12,124.49	$12,973.21
	TOTAL	**$156,077.52**	**$167,002.95**	**$178,693.15**

JSCC Libraries Staff and Student Computer Rotation Schedule

Chilton Campus LRC			
Model	**Installed**	**Use**	**Replace**
HP Elite Desk	Summer 2017	Staff Front Desk	Summer 2022
HP Elite Desk	Summer 2017	Students [12 each]	Summer 2022

Jefferson Campus LRC			
Model	**Installed**	**Use**	**Replace**
10 each Dell OptiPlex 7040	August 2016	Students	August 2021
Circulation Desk 1 Dell OptiPlex 760	Spring 2012	Staff	NOW
Classroom 1 Dell OptiPlex 7010	Spring 2012	Staff	NOW
2 each Dell OptiPlex 7010	Fall 2013	Staff Offices	NOW

Shelby Campus LRC			
Model	**Installed**	**Use**	**Replace**
22 each Dell 7020	Summer 2015	Student Lab	Summer 2020
Circulation Desk Dell 755	Summer 2011	Staff	NOW
Librarian HP Elite	Fall 2018	Staff	Fall 2023
1 Dell 755 [this machine died and will not be replaced	?	Staff Office	n/a

St. Clair LRC			
Model	**Installed**	**Use**	**Replace**
5 each Dell 7010	August 2014	Students	August 2019
2 each Dell 7010	August 2014	Library Staff	August 2019

Library Director			
Model	**Installed**	**Use**	**Replace**
1 Dell 7040	May 2014	Staff	May 2019
Circulation Desk HP Elite	Spring 2018	Staff	Spring 2023
12 each HP Elite	Spring 2018	Students	Spring 2023