Name of Unit: Learning Resource Centers

Primary Purpose (for the unit): The primary purpose of the Learning Resource Centers is to provide library/learning resources and services to support students, faculty, and staff in enhancing and achieving their goals consistent with higher education.

Unit Goals

Unit Goals	Unit Outcome	Institution Strategic Plan	Fundamental Principles
Renew licenses/subscriptions to library resources and technology infrastructure.	Provide access to library/learning resources, materials, and services.	**I. A.1 Programmatic offerings in allied health**	FP 2.2
		I.A.2 Industrial programming	FP 2.2, 5.1
		I.A.3 Work-based learning for students	FP 2.4, 5.4, 5.5
		I.B.1 Industrial and craft training	FP 2.5, 5.5
		I.B.2 Transportation/logistics training	FP 2.5
		I.B.3 Corporate training	FP 2.5, 5.1, 5.2
		I.C.1 Education and training for paraprofessionals	FP 2.4, 2.5

		II.B Dual enrollment students and programs	FP 2.3, 2.6, 3.5
		II.D Support for adult learners	FP 1.1, 1.2, 1.3
		IV.B Professional development for all employees	FP 3.3, 4.2, 4.3, 4.4
Update furniture and space configurations for the St. Clair – Pell City and Chilton – Clanton Campus LRCs to match recently updated furniture at the Jefferson and Shelby – Hoover Campus LRCs.	Provide access to library/learning resources, materials, and services.	III.B Improve aesthetics and infrastructure	FP 3.1, 3.2, 4.3
Personnel request for an Administrative Assistant reporting to the Library Director.	Provide access to library/learning resources, materials, and services.	II.D Support for adult learners III.B Aesthetics and infrastructure	FP 1.1, 1.3, 1.3, 3.4 FP3.1, 3.2, 4.3
Systematic evaluation of digital and print collections to determine selection, rejection, and inventory control as part of regular collection maintenance.	Provide collections sufficient in quality, depth, diversity, format, and currency to support the college's initiatives.	I. A.1 Programmatic offerings in allied health	FP 2.2
		I.A.2 Industrial programming	FP 2.2, 5.1
		I.A.3 Work-based learning for students	FP 2.4, 5.4, 5.5
		I.B.1 Industrial and craft training	FP 2.5, 5.5
		I.B.2 Transportation/logistics training	FP 2.5
		I.B.3 Corporate training	FP 2.5, 5.1, 5.2

		I.C.1 Education and training for paraprofessionals	FP 2.4, 2.5
		II.B Dual enrollment students and programs	FP 2.3, 2.6, 3.5
		II.D Support for adult learners	FP 1.1, 1.2, 1.3
		IV.B Professional development for all employees	FP 3.3, 4.2, 4.3, 4.4
Collection analyses and updates for academic programs seeking accreditation and/or reaffirmation.	Provide collections sufficient in quality, depth, diversity, format, and currency to support the college's initiatives.	I.A.I Programmatic offerings for allied health	FP 2.2
		II.B. Dual enrollment students and programs	FP 2.3, 2.6, 3.5
		II.D Adult learners	FP 1.1, 1.2, 1.3
Update existing and create additional comprehensive resource guides for non-credit programming.	Provide collections sufficient in quality, depth, diversity, format, and currency to support the college's initiatives.	I.B.1 Industrial and craft training	FP 2.4, 5.5
		I.B.2 Transportation/logistics training	FP 2.5
		I.B.3 Corporate training	FP 2.5, 5.1, 5.2
		I.C.1 Education and training for paraprofessional	FP 2.4, 2.5
Systematic review and updates to all instructional materials and methods to result in changes as needed to reflect current library resources and services.	Provide instruction as it relates to the ability to find, evaluate, organize, use, and communicate information in its various formats.	I. A.1 Programmatic offerings in allied health	FP 2.2
		I.A.2 Industrial programming	FP 2.2, 5.1
		I.A.3 Work-based learning for students	FP 2.4, 5.4, 5.5

		I.B.1 Industrial and craft training	FP 2.5, 5.5
		I.B.2 Transportation/logistics training	FP 2.5
		I.B.3 Corporate training	FP 2.5, 5.1, 5.2
		I.C.1 Education and training for paraprofessionals	FP 2.4, 2.5
		II.B Dual enrollment students and programs	FP 2.3, 2.6, 3.5
		II.D Support for adult learners	FP 1.1, 1.2, 1.3
		IV.B Professional development for all employees	FP 3.3, 4.2, 4.3, 4.4
Outreach to faculty to increase requests for custom content, acquisitions, and requests for instructional services.	Provide instruction as it relates to the ability to find, evaluate, organize, use, and communicate information in its various formats.	I.A.I Programmatic offerings for allied health	FP 2.2
		II.B. Dual enrollment students and programs	FP 2.3, 2.6, 3.5
		II.D Adult learners	FP 1.1, 1.2, 1.3
		IV.B Professional development for all employees	FP 3.3, 4.2, 4.3, 4.4
Outreach to students [credit and non-credit] regarding course/program specific library resources and services to increase usage.	Provide instruction as it relates to the ability to find, evaluate, organize, use, and communicate information in its various formats.	I. A.1 Programmatic offerings in allied health	FP 2.2
		I.A.2 Industrial programming	FP 2.2, 5.1
		I.A.3 Work-based learning for students	FP 2.4, 5.4, 5.5

		I.B.1 Industrial and craft training	FP 2.5, 5.5
		I.B.2 Transportation/logistics training	FP 2.5
		I.B.3 Corporate training	FP 2.5, 5.1, 5.2
		I.C.1 Education and training for paraprofessionals	FP 2.4, 2.5
		II.B Dual enrollment students and programs	FP 2.3, 2.6, 3.5
		II.D Support for adult learners	FP 1.1, 1.2, 1.3
Promotional items for the LRCs participation in various college events including but not limited to New Student Orientation and other student-focused events.	Provide instruction as it relates to the ability to find, evaluate, organize, use, and communicate information in its various formats.	I. A.1 Programmatic offerings in allied health	FP 2.2
		I.A.2 Industrial programming	FP 2.2, 5.1
		I.A.3 Work-based learning for students	FP 2.4, 5.4, 5.5
		I.B.1 Industrial and craft training	FP 2.5, 5.5
		I.B.2 Transportation/logistics training	FP 2.5
		I.B.3 Corporate training	FP 2.5, 5.1, 5.2
		I.C.1 Education and training for paraprofessionals	FP 2.4, 2.5

		II.B Dual enrollment students and programs	FP 2.3, 2.6, 3.5
		II.D Support for adult learners	FP 1.1, 1.2, 1.3

Unit Operational Plan for 2024-2025

1. **Goals –** The activities through which the outcome will be achieved. Each Unit Outcome should have at least one goal.
2. **Method of Assessment –** How the unit will determine if the objective has been met.
3. **Funding/Rationale –** Provide an estimate of the cost of achieving the objective. Also, include a description of how these funds will be used to accomplish the objective.

Goal	Assessment	Funding/Rationale
Renew licenses/subscriptions to library resources and technology infrastructure.	The LRCs use industry standard COUNTER Reports to obtain usages statistics for library resources. This data is used to determine renewal or cancelation of resources. Usage indicates all resources are used heavily and will be renewed. The technology infrastructure licenses/subscriptions will be renewed without interruption.	$285,039.00 This amount consists of resource renewals and technology license agreement renewals.
Update furniture and space configurations for the St. Clair – Pell City and Chilton – Clanton Campus LRCs to match recently updated furniture at the Jefferson and Shelby – Hoover Campus LRCs.	Casual seating with tables will be purchased from the same vendor that supplied the updates to the Jefferson and Shelby – Hoover Campus LRCs. The library staff will reconfigure each location based around the new furniture.	Estimated at $14,340 - Two each Teknion Zones 24" diameter coffee tables at $488.80 each - Eight each 9 to 5 Seating Midback Lounge chair at $1,222.73 each - One each 9 to 5 Seating Sophie 8113 Lounge couch at $2,203.00 each - One each 9 to 5 Seating Sophie 8119 Lounge chair at $1,378.00 each

Personnel request for an Administrative Assistant reporting to the Library Director.	Objective will be met when qualified person is hired to provide clerical support for the Library Director as well as student support/services at the Chilton – Clanton Campus, regardless of department.	Estimated annual salary between $40,000 and $42,000 [Salary E3, Grade 03] plus fringe benefits.
Systematic evaluation of digital and print collections to determine selection, rejection, and inventory control.	Resources are evaluated based upon usage statistics, reviews in professional literature, and program requirements. Collections will be updated and/or weeded as needed based upon results.	Regular updates to electronic resources are included as part of subscription/license agreements. Any additional electronic resource needed is estimated at $5,000 or less. Funding print resources estimated between $1,000 and $2,500.
Collection analyses for academic programs seeking accreditation and/or reaffirmation.	Acquisition of new or updated resources for Emergency Medical Services; Building Science Technology; newly added allied health programs.	$8,750.00
Update and/or create comprehensive resource guides for non-credit programming.	Access to updated resources guides will be posted on the library website and shared with Workforce Education personnel including Student Success Coordinator, Training Coordinator, and Career Coach. Anticipating a 5 to 6 percent increase in access and usage of guides and resources.	No funding needed.
Systematic review and updates to all instructional materials and methods to result in changes as needed to reflect current library resources and services.	Professional librarians will review and edit all instructional materials and methods. Digital materials and methods will be upgraded via enhancements to existing Springshare software applications.	Springshare Suite enhancements estimated at $4,750.00
Outreach to faculty to increase requests for custom content,	Professional librarians will create discipline specific content for use in the LRCs customer relationship management tool, LibConnect to	Funding included in Springshare suite enhancements noted above.

acquisitions, and requests for instructional services.	continue targeted email campaigns to faculty and staff. Anticipating a 3 to 4 percent increase in requests for custom content, library acquisitions requests, and requests for instructional services.	
Outreach to students [credit and non-credit] regarding course/program specific library resources and services to increase usage.	Professional librarians will create course, program, and area specific content for use in the LRCs customer relationship management tool, LibConnect to continue targeted email campaigns and outreach efforts to credit and non-credit students. Anticipating a 5 to 6 percent increase in access and usage of guides and resources.	Funding included in Springshare suite enhancements noted above.
Promotional items for the LRCs participation in various college events including but not limited to New Student Orientation and other student-focused events.	The LRCs will purchase items as needed to promote itself at student-focused events on each campus.	Estimated funding request between $3,000 and $3,500 for promotional items branded to the LRCs as well as food and beverages.