

## Crafton Hills College Progress Report on Plan

Entity	Plan Name	Planning Participants	Date
Library	2024-2025 Library CHC Student Services Program Review 2024-2025	Giovanni Sosa	10/29/2024

<b>Goal</b>	1 - Increase student engagement
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Objective	Original Timeline/Deadline	Revised Timeline/Deadline	Point Person or Group
1.1 - Based on the results of the ILO assessment process, increase the number of students and faculty receiving information literacy training and professional development by the library.	01/01/2023 - 12/31/2025	01/01/2023 - 12/31/2025	Library Faculty and Staff
Actions/Activities <i>(Edit as needed to reflect actual accomplishments or plans)</i>	Status Code*	Progress Description	Measurements/Documentation of Progress <i>(Edit as needed to match Actions/Activities)</i>
1.1.a1 - Provide information literacy training to faculty		The Librarians have provided Faculty orientations for information literacy at in-service days. The Librarians continue to collaborate with their subject liaisons.	
1.1.a2 - Provide information literacy training to students		The Librarians host drop-in workshops and online workshops to continue to meet the needs of students. The Librarians also offer subject-specific instruction and have created their own assessments. The Librarians are now teaching in the Library Support Staff certificate program. Library 101 contains a module on information literacy using the Framework for information literacy in higher education.	
1.1.a3 - Launch library modules in Canvas		The product has been useful and helpful when in working order. The Technical Services Librarian is working with the vendor as they have made a fast change (without notification sent to customers) regarding their server that has impacted our access.	

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Objective	Point Person or Group	Original Timeline/Deadline	Status Code*	Progress Description	Revised Timeline/Deadline
1.2 - Address gaps in the course reserves (textbook) collection	Library staff	01/01/2023 - 12/31/2025		From the start of this resource request until now, we have updated multiple disciplines textbook offerings in our Course Reserves collection with CARES funding received, the expiring 2026 agreement with Follett through the bookstore to which we will receive 10 used/rental books per academic year (to be returned to get 10 more) and by donations from faculty. The current Library Support Staff Certificate program is a ZTC pathway to which the Creative Commons licensed texts offered in these classes are being printed through printing services and a few copies are cataloged in the Reserves collection for varying loan periods. While we have made progress, there is still more work to be done and more textbooks to updated in our collection.	01/01/2023 - 12/31/2025

Objective	Original Timeline/Deadline	Revised Timeline/Deadline	Point Person or Group
1.3 - Increase outreach efforts to campus community.	01/01/2023 - 12/31/2025	01/01/2023 - 12/31/2025	Library Faculty
Actions/Activities <i>(Edit as needed to reflect actual accomplishments or plans)</i>	Status Code*	Progress Description	Measurements/Documentation of Progress <i>(Edit as needed to match Actions/Activities)</i>
1.3.a1 - Participate in campus tabling events		The Library continues to participate in campus tabling events using CHC branded tablecloths from Student Services.	

Objective	Original Timeline/Deadline	Revised Timeline/Deadline	Point Person or Group
1.4 - Maintain a welcoming physical and virtual library environment that is conducive to study and research.	01/01/2023 - 12/31/2025	01/01/2023 - 12/31/2025	Library staff
Actions/Activities <i>(Edit as needed to reflect actual accomplishments or plans)</i>	Status Code*	Progress Description	Measurements/Documentation of Progress <i>(Edit as needed to match Actions/Activities)</i>
1.4.a1 - Customer service training		Due to the transition of Deans, customer service training will be an ongoing process with ideas to explore such as Library retreats during in-service and exploration of new policies at the service desks.	

<b>Goal</b>	2 - Improve faculty satisfaction of library services and resources
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Objective	Original Timeline/Deadline	Revised Timeline/Deadline	Point Person or Group
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2.1 - Increase and strengthen communication between faculty and the library.		01/01/2023 - 12/31/2025	01/01/2023 - 12/31/2025	Librarians
Actions/Activities <i>(Edit as needed to reflect actual accomplishments or plans)</i>	Status Code*	Progress Description	Measurements/Documentation of Progress <i>(Edit as needed to match Actions/Activities)</i>	
2.1.a1 - Provide regular updates to faculty		The Librarians continue to update their liaison faculty at Department meetings, by email, at Chairs Council and other committees.		
2.1.a2 - Conduct regular faculty surveys		The Librarians are in the process of deploying ongoing faculty surveys to continuously review services/resources for faculty and stay up-to-date with evolving curricular needs.		

Objective	Point Person or Group	Original Timeline/ Deadline	Status Code*	Progress Description	Revised Timeline/ Deadline
2.2 - Increase campus support of digital initiatives	Dr. Kay Weiss	02/01/2023 - 12/31/2025		This has transformed to a request for an information literacy and instruction librarian and an Associate Dean for the Library.	02/01/2023 - 12/31/2025