Los Angeles Southwest College (LASC)
Two-Year Materials Acquisition Plan
2012-2014

Background

Rising costs of print and online materials coupled with severe economic constraints in California and at the district level have hampered the library’s ability to maintain currency in its print and electronic book (e-book) collections. It is recognized however, that this situation is not specific only to LASC; rather, academic libraries in all higher education institutions have experienced reduced buying power for books due to higher costs for online materials. This decline in the Library’s purchasing power presents opportunities for closer consultation and collaboration with discipline faculty to re-build and maintain collections that meet the instructional mission of the College.

As of fall 2012, the Library had only 644 print books published in or after 2007 with the e-book collection in similar circumstances. The spring 2012 visit by the ACCJC Site Evaluation Team and the ensuing report produced recommendations regarding the library’s collection; namely, it recommended that the Library update its’ print and electronic resources and be provided a sustainable funding source for purchase of library materials. The library’s online article databases did provide the LASC community with current sources of information. However, the print and electronic reference and circulating collections were sorely out of date. The goal of this Two-Year Acquisition Plan is two-fold: to lay out a process for improving the currency of the collection and to assess the planning process to better support the curricular and instructional needs of faculty and students at the college. This plan aligns itself with the general collection development framework presented in the LASC Library Collection Development Policy (see appendix for “LASC Collection Development Policy”).

Funding

The ACCJC team recommended “that a sustainable funding source be identified for the acquisition and maintenance of learning resource materials.” The College has set aside $50,000 annually over the next five years as a baseline figure for procurement of library resources. Additional library operational expenses, such as maintenance fees for LibGuides, or costs for librarian collection selection tools, will be handled through the regular budget request process.

In December, 2011 the Community College Library Consortium (CCLC) purchased a core list of article databases from EBSCO for all community colleges within the state (See appendix “CCLC Core Databases” email). This approximately $8400 in savings allowed the Library to consider a decrease in its costs for online databases and an increase in the amount of money expended on print and e-books. Currently, the library pays approximately $30,000 for article databases enabling the remaining $20,000 to be allocated for updating the reference and circulating book collections.
The Materials Acquisition Review Process

Generally, in the fall, librarian liaisons will supply faculty with lists of recommended print and e-book titles as a starting point for the acquisitions process. Faculty are requested to review, revise, and prioritize their requests, and return them to the library chair. The librarians review all the lists, determine costs for requests, make initial decisions and share the initial decision with applicable discipline faculty for further discussion. Each January, subsequent to final discussions with discipline faculty, the librarians establish the final list and forward it for approval to the Dean who sends it to the budget committee for inclusion in the annual budget. After the materials are ordered and arrive, the final list is sent to full-time and adjunct faculty and also posted on the library’s website so that the entire campus community is aware of the library’s new acquisitions annually.

The 2012-2013 academic year is the first in which this acquisitions process will be implemented. Ultimately, this plan should follow the College’s three-year strategic planning cycle. Thus, this plan lays out activities for the next two years.

Assessment of the Materials Acquisition Review Process

The newly formed Library Advisory Committee will develop a process to assess the consultative planning process for acquisition of library resources just prior to 2014-2015. Afterwards, they will develop and implement a new three-year cycle acquisition plan.

The Two-Year Plan

The Policy states as its first priority to collect “materials in all formats that support the curriculum and the mission of the college.” Conversely, Title 5, Section 58724, Table 1, “Tables of Minimum Standards for Libraries and Media Centers,” addresses only print titles, requiring that a college with FTES of this size maintain 60,000 volumes in print titles on its shelves. This table has not been updated since 1991, prior to the advent of books in non-print/electronic formats. Librarians are committed to making purchase decisions that support the curriculum regardless of format. The Principles and Performance Indicators section of the Association of College and Research Libraries’ (ACRL) Standards for Libraries in Higher Education affirms this approach to collection development, recommending that “Libraries provide access to collections sufficient in quality, depth, diversity, format, and currency to support the research and teaching missions of the institution.” (See appendix for “ACRL College Library Standards”). The Library’s book collection will be updated after thoughtful discussions between librarians and discipline faculty. As a result, the curricular needs of the College’s programs will drive format decisions for purchases of more current materials. This approach allows for the flexibility to collect both e-books and print books that satisfy not only the Title 5 requirement but also the ACRL parameters for a relevant, quality collection.
Criteria

In addition to the general criteria laid out in the LASC Library Collection Development Policy (See appendix for evidence), the following criteria will guide the acquisition priorities over the next two years to increase the number of current print and e-books:

- Review of course outlines of record (CORS) and ongoing consultation with faculty, with primary emphasis on disciplines and courses requiring outside, library-based research for papers, presentations, etc.
- Examination of deficits outlined in the list of books, organized by Library of Congress classification, published from 2007- (See appendix “Summarized List of All College Library Holdings Published since 2007”)
- Examination of the needs of new or revised programs. This will include Reading, Education, Environmental Sciences, Engineering, and Journalism.
- Review of the needs of new or revised courses within well-established programs
- Examination of information on topics most frequently requested by students during reference interactions or most frequently requested during information competency instruction sessions/workshops.
- Review of subject content already available in periodicals (i.e. magazines, journals, newspapers) databases
- Review of format (print, electronic, multimedia) for library materials.

Data analysis of the books listed by Library of Congress classification published in or after 2007 reveals a viable starting point for collection enhancement. As such, many of the disciplines on that list will be targeted for purchase over the next two years while also maximizing the needs of new and revamped programs. Below are the subjects/ discipline areas that will be targeted for book acquisitions within the next two academic years:

2012-2013

- Political Science -20 books in collection from 2007-
- Computer Science, Information Technology (CSIT) – 27 books in collection from 2007-
- Music – 9 books in collection from 2007 –
- General History – 10 books in collection from 2007-
- Sociology – CORs indicate the need for library research for assignments
- Anthropology - CORs indicate the need for library research for assignments
- Education – Program being built up by recently hired full-time faculty member
- Reading - Program being built up by recently hired full-time faculty member
- Core Reference books and encyclopedias (e.g. statistical sources frequently requested by students in Speech classes, update of basic subject encyclopedias)

2013-2014

- Environmental Science - Program being built up by recently hired full-time faculty member
- **Theater Arts** – 7 books in collection from 2007 -
- **Psychology** - CORs indicate the need for library research for assignments
- **History** - CORs indicate the need for library research for assignments
- **Journalism** – Program revitalized and new resources needed
- **Art** - CORs indicate the need for library research for assignments
- **African American & Hispanic Special Collections** – to meet research and community needs
- **Child Development** - CORs indicate the need for library research for assignments
- **Accounting** - CORs indicate the need for library research for assignments
- **Business/Management** – To support foundation business course offerings

In addition to print and electronic books in the disciplines listed above, librarians will consult with faculty about a potential need for a multimedia collection of DVDs and/or streaming videos identified in Instructional Program Reviews.

**Article Databases**

The content within the article databases to which the Library subscribes is current. It includes both multidisciplinary and discipline-specific databases (See appendix for “LASC List –Electronic Resources”). In 2012-2013, the Library will purchase Grove Music Online, a database within Oxford Music Online. The full-time faculty member in music has students utilize the library extensively. This preeminent source will allow students to complete the assignments in this discipline. The librarians will consult with discipline faculty about additional needs for discipline-based online article content and assess whether the Library can accommodate those requests.