

ALABAMA STATE UNIVERSITY STATUS OF UNIT OBJECTIVES

MAJOR UNIT: Academic Affairs SUBUNIT: Library DEPARTMENT: Ed.D. TIME PERIOD: May 2013

RESPONSIBLE PERSON: Jessica Platt TITLE: Education Doctoral Librarian

| MAJOR UNIT: ACADEMIC AFFAIRS | | | | | | |
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| DEPARTMENT: UNIVERSITY LIBRARY–Education Doctoral Department | | | | | | |
| NO | UNIT OBJECTIVES | ACTIVITES | METHODS OF ASSESSMENT | CRITERIA FOR SUCCESS | RESULTS | USE OF RESULTS |
| 1. | To expand Education Doctoral (Ed.D.) library materials collection (print and electronics). | 1. Review and analyze new and retrospective print and electronic materials in the areas of Education Doctorate such as education and law, history of education, education and leadership, research methodologies and education, development and education, globalization and education, etc.; Purchase needed materials that prove to be missing, lost, or incomplete. | Analyze areas of the collection that need to be strengthened for the Ed.D. program; Review of standard selection tools for recommended titles. | The collection will show an increase of 7%-10% for this fiscal year; Budget support and new acquisitions. | Read book reviews and checked to see if titles are already in collection. | Students and faculty will have access to a comprehensive material collection that will meet their academic needs. |
| | | 2. Create a list of the Ed.D. materials (books). | Using order cards that have been submitted to create a subject list of holdings. | The list will contain all resources that have been ordered for the Ed.D. program. | Continued working on acquisitions spreadsheets for the last 7 fiscal years. | Faculty members will have a comprehensive list of all new acquisitions in their program. The database will aid in determining which areas of the Ed.D. collection need to be expanded and will also |

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| | | | | | | help identify missing and/or damaged books. |
| | | 3. Maintain the web site for the Ed.D. program and update it as needed. | Check the web site regularly to ensure that all links are working. Add links as needed. | Feedback from faculty, students, and other visitors | | Students and faculty will have access to information and library resources that are relevant, reliable, and exceptional to the requirements of the program. |
| | | 4. Create research guides for some of the Ed.D. classes in the university and teach information literacy sessions for these classes; Coordinate with the department of Information Literacy in teaching Information Literacy sessions for Ed.D. related classes. | Departments' requests and students' evaluations | Increase the number of information literacy sessions in area of Ed.D. | Created a LibGuide for LPL 811.01 assignment, published the LibGuide and sent a link to the professor; Suggested the professor upload the LibGuide to Blackboard. | Increase the use of library resources and materials by faculty members and students, particularly the legal databases LEXIS-NEXIS and WESTLAW, and books in the "K" and "L" classes. |
| | | 5. Attend professional development activities. | Materials (such as handouts, programs, etc.) obtained from professional development activities | Attend as many professional development activities as possible | Created MFHD report and helped choose a peer institution for comparison for a library proposal in Counselor Education (5/1/13); Completed my portion of the proposal and emailed it to team members (5/6/13); Attended Access Team meeting (5/14/13); Attended Committee on Committees meeting (5/14/13); Attended Springy Campus Virtual Conference 2013 webinar (5/16/13); Attended Website Team meeting (5/20/13); Attended Committee on Committees meeting (5/21/13); Attended meeting with library administration regarding Counselor Education proposal (5/22/13); Edited Counselor Education proposal (5/22/13); Attended meeting regarding | Develop as a professional in the fields of Library Science and Education. |

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| | | | | | <p>Counselor Education proposal (5/23/13).</p> <p>Library Relations Team Activities: Met with Dr. Robinson to discuss LWLC brochure/booklet (5/1/13); Met with Dr. Robinson to discuss LWLC brochure/booklet (5/8/13); Emailed the Publications Dept. regarding LWLC brochure (5/9/13); Edited <i>Libretto</i> articles and emailed them to Mr. Davis (5/20/13); Provided materials for new student orientation and tours (5/24/13); Sent LRT quarterly assessments to Ms. Ceaser and Ms. Nevels (5/30/13).</p> | |
| | | 6. Increase awareness of current issues by examining professional literature in the fields of Education and Library Science, and contributing when possible. | | Read <i>College & Research Libraries</i> , <i>American Libraries</i> , <i>Reference & User Services Quarterly</i> , <i>portal</i> , and other titles, and contribute when possible. | Read issues of <i>American Libraries</i> and <i>College & Research Libraries</i> . | Develop as a professional in the fields of Library Science and Education. |
| | | 7. Provide outreach to the College of Education and the Ed.D. program. | | | Helped student locate articles on gun violence (5/1/13); Helped student locate peer-reviewed articles on African American adolescent males (5/1/13); Helped student find 3 internet sources on the Zodiac Killer for a criminology course assignment (5/21/13); Helped 2 patrons scan and email documents (5/22/13); Helped student locate information on Jonestown and psychological profiling for a criminal justice assignment (5/28/13); Helped Ed.D. student locate information on the transition from high school | Outreach to these departments will help ensure that faculty and students have a useful and relevant collection available to them, and will increase their awareness of available services and resources. |

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| | | | | | for students who are multidisabled and/or have severe physical disabilities (5/31/13). | |
| | | 8. Collaborate with the Curriculum Center to provide library services to all Education faculty, staff and students. | | | N/A | This collaboration will result in a more balanced collection for the College of Education and more programs and services for the faculty, staff and students in the COE. |