Principles of Accreditation

Compliance Report

Chipola College Compliance Audit Report

SACS Core Requirement 2.9

2.9 - Learning Resources and Services

The institution, through ownership or formal arrangements or agreements, provides and supports student and faculty access and user privileges to adequate library collections and services and to other learning/information resources consistent with the degrees offered. Collections, resources, and services are sufficient to support all its educational, research, and public service programs.

Judgment of Compliance

☑ In Compliance

Statement of Rationale for Judgment of Compliance

The Chipola College Library provides appropriate resources to support its educational, research, and public service programs. Student, faculty, and staff access in addition to user privileges are available for both traditional and technological collections and learning/information resources. The Chipola College Library provides reference books and circulating collections. Additionally, electronic books, current periodicals, bound publications, electronic databases, and audiovisual materials are provided.

The college is a member of Florida’s College Center for Library Automation (CCLA) (1), which coordinates resources and services among the collections of the twenty-eight community colleges and eleven state universities through a common library collection management system (LINCC), providing Chipola students access to a wide range of learning resources. The college is also a member of the Panhandle Library Access Network (PLAN) (2), which is a non-profit, multi-library cooperative that assists libraries by leading and encouraging collaboration, resource sharing, staff development, and innovations. The college utilizes the Library Borrowing Privileges Agreement (3a, 3b) between the State University System of Florida and the Community College System of Florida. This extends access and borrowing privileges among currently enrolled Chipola students and to faculty and staff of public higher education institutions in Florida.

Electronic access to library resources is available for Chipola students on campus and for distance learners. The Chipola Library website (4) identifies and lists Chipola and all statewide community college holdings and serves as a gateway to 96 subscription databases (5) containing both full-text and bibliographic information. Chipola students with a valid student identification card have access to these
databases. Interlibrary loans provided through the LINCC system allow sharing of resources among the 28 community colleges. These agreements and arrangements allow Chipola to manage resource relationships which are outside its direct control and ensure that they are relevant to the college’s academic programs and services.

Through periodic surveys administered to faculty, staff, and students, the Library is able to determine the adequacy and relevancy of its resources to support the college’s mission and goals. In the past two years, the majority of survey respondents have been “satisfied” to “highly satisfied” with the library and services. The library faculty collaborate with instructional faculty to determine adequacy and relevancy of resources.

The Chipola Library provides and supports student and faculty access to the Library collections. The Library maintains a reserve collection which includes materials identified by Chipola instructors/faculty for student assignments. The Library Collection Development Policy identifies the criteria by which learning resource materials are selected. Using professional judgment, the librarians select learning resource materials to support the curriculum. The librarians use professional selection tools such as Choice and Outstanding Books for College Libraries, as well as recommendations from faculty to make these decisions. The librarians work to ensure that instructional faculty members have input in the collection development process, including the database collection. The college is committed to providing resources for the 4-year programs, additional Workforce Development programs, and existing 2-year programs.

Recognizing that the Library is essential to the success of existing programs as well as to the implementation of new programs, the college has committed necessary funds to Library support. Moreover, the librarians survey instructional faculty and students on an annual basis to determine satisfaction with collections, learning resources, and services. Supporting documentation is also provided through administration of an Instructional Resources Survey to faculty and students. The majority of respondents have been “satisfied” to “highly satisfied” with the library and its services. Selections are chosen with the intent of making available the widest diversity of views, experiences, opinions, and expressions.

Table 2.9-1 reflects the college’s annual commitment to library resources over the past five years. A budget of $125,000 is allocated toward new collections, standing orders, and Chipola databases. When state funding was cut for the CCLA consortium library databases, Chipola continued its commitment to the library by covering the costs of most of these databases.
Table 2.9-1
Analysis of Library Expenditures

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<tr>
<td>Books &amp; Subscriptions</td>
<td>$35,993.82</td>
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<td>On-line Databases &amp; Other Services</td>
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<td>TOTAL</td>
<td>$58,178.84</td>
<td>$68,760.87</td>
<td>$164,943.25</td>
<td>$106,032.95</td>
<td>$96,644.07</td>
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Utilizing a number of available means, resources, and activities, Chipola supports and augments its educational, research, and public service programs. Among these are the Library website, Library instruction, Library databases, interlibrary loans, Ask-a-Librarian, and resource sharing.

Library Website: The Library website provides access to Chipola’s and other state community colleges’ holdings and serves as a gateway to 96 subscription databases containing both full text and bibliographic information. The website also includes tutorials and guidance for use of library resources. These databases are available to Chipola students with a valid student identification card.

Library Instruction: Librarians are available to provide one-on-one instruction to individual students or for group library orientations. Faculty may schedule class-specific assignment and reference instruction to be done in conjunction with classroom instruction. The librarians work closely with the faculty to ensure that learning outcomes are considered in library instruction. Subject-specific instruction and reference assistance are encouraged and available upon request.

Library Databases: The College Center for Library Automation (CCLA) provides a statewide automated library and information database that enhances the educational experience at Florida Community Colleges. Additionally, Chipola provides access to an Online Public Access Catalog (OPAC), which is a database of books and audio visuals housed in the Library. Through LINCC (Library Information Network for Community Colleges), students, faculty, and staff have access to library collections at Florida community colleges, universities, or public libraries as well as many other libraries in the United States. LINCC also provides access to numerous library resource databases. Through these systems, Chipola students have on-line access to 96 subscription electronic databases housing thousands of electronic resources, including full-text journals, newspapers, magazines, encyclopedias, and electronic books.

Computer Labs: The Library provides networked computers on site. The Reference Lab, located next to the circulation/reference desk, provides Internet and LINCCWeb access. The Technology Center, located on the second floor, offers Internet
connectivity, Microsoft Office Suite, and specialized software for various academic departments.

**Interlibrary Loan:** Students can search Florida’s public community college libraries and request materials through the state-wide interlibrary loan process.

**Ask-A-Librarian:** Ask-A-Librarian is an online reference service provided at no charge to Floridians. The service is supported by public and private libraries and provides continuous library reference services.

**Reciprocal Borrowing:** Chipola College participates in reciprocal borrowing with other publicly funded community colleges and universities in Florida. Interlibrary loan further enhances the availability of resources for students.

**Consortiums:** As previously stated, Chipola participates in the CCLA and PLAN consortiums. CCLA enhances access to statewide library resources shared among public universities and community colleges, and PLAN increases access to regional library resources shared among public and private libraries.

Chipola College Library collections, resources, and facilities adequately support all educational, research, and public service programs. In CS 3.8.1 - Learning/Information Resources; CS 3.8.2 – Instruction of Library Use; and CS 3.8.3 - Qualified Staff, further detail the college’s commitment to its Library and Learning Resources program and services.

**Documentation:**

[1] Florida College Center for Library Automation


[3a] Library Borrowing Privileges Agreement

[3b] Borrowing Privileges Agreement Information


[5] CCLA website

[6] Chipola College Employee Survey

[7] Chipola College Graduating Student Survey