**BUDGET NEEDS ASSESSMENT APPLICATION**

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| Name of Person Submitting Request: | Celia Huston |
| Program or Service Area:  | Library & Library Lab |
| Division: | Library and Learning Resources Division |
| When was the last Program Efficacy document completed? | Fall 2009 |
| What rating was given? | Continuation |
| Amount Requested | $6,000.00 |

1. Provide a rationale for your request.

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| The Library has built a quality database collection of newspapers, magazines and journals. We have developed several specialized subject areas such as literature, history, psychology, nursing, and social and ethnic issues. However, SBVC does not offer an e-book collection. This budget request is for ongoing funding to establish an e-book collection.  |

1. Indicate how the content of the EMP One-Sheet and latest Program Efficacy Report support this request. How is the request tied to program planning? *(reference the page number(s) where the information can be found on the EMP and Program Efficacy).*

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| The Library and Learning Resources Divisions have not been included in the current Educational Master Plan, but will be included in the next plan update. The Library and Learning Resources Division tracks a variety of statistical data including database usage. * Usage of the reference databases has increased 42% since the 02/03 school year.
* In the library’s program efficacy document the addition of a e-books is part of our technology planning (p. 11) and increasing access library to material is also in our planning (p. 16)
* The number of distance education courses is increasing every year. The Library needs an e-book collection to serve students at their point of need.
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1. Indicate if there is additional information you wish the committee to consider *(for example: regulatory information, compliance, updated efficiency and/or student success data or planning etc).*

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| * The physical library had limited shelf space for reference materials even when it was first built in 2004; now, it is full to capacity and there is little room for growth. Moving some of the reference collection to an e-book format would free up premium shelf space for reference books that are not available in an online format.
* The purchase of an e-book collection has been approved and ranked the last two Needs Assessment cycles but has not been funded. (Note: in the past, e-books and the science database has been requested together and are ranked as ‘databases’).
* Online e-books allow concurrent access to materials.
* E-books are protected against and damage and loss of materials.
* Eight of eleven neighboring community college libraries provide an e-book collection

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|  | # of Providers | Databases offered to students | Offers e-books |
| Chaffey College | 16 | 51 | yes |
| Copper Mountain College | 12 | 38 | yes |
| Crafton Hills College | 8 | 21 | *NO* |
| Glendale College | 18 | 44 | yes |
| Mt. San Antonio | 20 | 21 | yes |
| Mt. San Jacinto | 14 | 36 | yes |
| College of the Desert | 12 | 29 | yes |
| Palomar Mtn | 12 | 60 | yes |
| Riverside Community | 15 | 63 | yes |
| SBVC | 3 | 23 | *NO* |
| Victor Valley | 10 | 15 | *NO* |

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1. Evaluation of related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (for example Department Budget, VTEA or Perkins)

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| $6,000.00 would develop a basic e-book collection. E-books are purchased on a yearly subscription and would need ongoing funding for the collection to be sustained. Prices for online library materials typically increase 2%-5% each year.  |

1. What are the consequences of not funding this budget request?

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| SBVC’s on campus and online students would be denied access to basic reference books and circulating e-books that would enhance learning. Lack of e-books limits student access to library materials that support curriculum. The Library will have to weed still useful books from the reference collection to make room for new and necessary materials. |