

**BUDGET NEEDS ASSESSMENT APPLICATION**  
**Fall 2017**

Name of Person Submitting Request:	<b>Celia Huston</b>
Program or Service Area:	<b>Library Technology</b>
Division:	<b>Student Equity/Library</b>
Date of Last Program Efficacy:	<b>2017</b>
What rating was given?	<b>Continuation</b>
Amount Requested:	<b>13,400.00</b>
Object Code:	<b>1000</b>
<a href="#">Object Codes</a>	<b>2000</b>
<a href="#">Object Code Guidelines</a>	<b>4000</b>
State specifically how this budget will be used:	<b>Develop LIB067 for online delivery and support additional sections</b>
Strategic Initiatives Addressed:	Access
<a href="#">Strategic Directions + Goals</a>	Student Success

*Note: To facilitate ranking by the committee, please submit separate requests for each general area of budget augmentation needed. Do not request a lump sum to encompass many different areas.*

One-Time     (Funding spread over two years but not ongoing)    Ongoing   

Does program or service area have an existing budget?    Yes        No   

Are there alternative funding sources? (*for example, Department, Budget, Perkins, Grants, etc.*)

Yes        No        Maybe

If yes, what are they: Strong Workforce Application Submitted

1. Provide a rationale for your request (Give a detailed explanation of why this budget increase is needed.)

The Library Technology Program at San Bernardino Valley College is the only program in the Inland Empire offering a certificate and degree for paraprofessionals in the library field. Paraprofessional employees in the library field can enhance their employment opportunities, promotion opportunities, and wages by earning a certificate or degree in Library Technology, particularly those employed in K-12 where a certificate is required by the No Child Left Behind Act to maintain employment

Launchboard data shows a significant gap between annual supply (10) and annual demand (150). The Library Technology Program seeks to improve access, program growth, success, and employment by creating a fully online pathway to a certificate or degree in Library Technology.

LIB 067 Library Technical Services is the most challenging class in the Library Technology Program. This course addresses national and international standards for the cataloging and classification of library materials. Students learn how to use the Anglo-American Cataloging Rules 2 (AACR2), Resource Description and Access (RDA), Dewey Decimal and Library of Congress Classification systems, Sears and Library of Congress Subject Headings to accurately and uniformly describe and place library materials.

LIB 067 has been offered online in the past with poor success. The department seeks to balance the need for online classes to improve access for students who cannot drive to campus, and the need for face-to-face courses for students who need that level of support for this detail-oriented class.

The department proposes to develop LIB 067 for online delivery, and to offer two sections of the class in the 18/19 and 19/20 academic years. The traditional face-to-face section on Saturdays in Fall, and an online section in Spring. The department proposes to develop LIB 067 for online delivery and plans to offer two sections of the class in the 18/19 and 19/20 academic years: the traditional face-to-face section on Saturdays in the fall, and a new online section in the spring.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

3. The 2017 Program Efficacy document and current EMP both speaks to departmental plans to increase growth, access and student success by developing LIB 067 from online delivery and the challenges of delivering the content online.

4. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.*).

All but two courses, LIB 067 Cataloging and Classification and LIB 062 Care and Repair of Library Material are offered in an online format. Even though LIB 062 and LIB 067 are offered as back to back Saturday classes, these two courses have presented a significant barrier for students who seek a degree or certificate in Library Technology but live in Hemet, Perris, Palm Springs, Victorville and other outlying areas.

The Library Technology Advisory Group met on 9/19/17. Members of the Advisory Group supported plans to grow the Library Technology Program and developing all for DE.

Demand for a certificate or degree in Library Technology is stable and increasing. The No Child Left Behind Act (2002) requires that employees working in K-12 libraries work towards and complete a certificate or degree within 2 years of employment.

Strong Workforce/Environment Scan and Program Gap Analysis Data (pp.29; 32) shows that SBVC is the only college in our region that offers a certificate or degree in Library Technology, and that there is annual gap of 75 certificate graduates and 87 degree graduates to meet annual job openings thru 2025.

5. Indicate any related costs (including any ongoing maintenance or updates) and department/program plans to support those costs.

Apportionment from program enrollment growth will be used to continue funding additional sections.

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

Access to a Library Technology degree or certificate for students in the Inland Empire and Desert regions will continue to be limited. Regional K-12 Schools and local libraries who require their employees to have a Library Technology certificate will have difficulty locating trained, qualified employees.