

De Anza College

Program Review – Annual Update Form

1. Briefly describe how your area has used the feedback from the Comprehensive Program Review provided by RAPP members (if unsure, request the feedback form from your dean/manager).

We have reviewed the feedback form and we will make an effort to enhance our marketing and outreach to our faculty. We have always worked with De Anza faculty but we need to be better at making this work more obvious to the rest of the campus. We also hope that now that we have a librarian as the Open Educational Resources coordinator will highlight our faculty services.

2. Describe any changes or updates that have occurred since you last submitted program review (comprehensive program review [submissions](#))

Since the last submitted Program Review, the library has experienced significant staffing changes. Out of our four librarians, one has retired. Our adjuncts were able to fill some hours of direct assistance to students but a few projects were put on hold. Still, the library team worked together to ensure our students faculty received high quality services.

3. Provide a summary of the progress you have made on the goals identified in your last program review (as included in the comprehensive program review).

Our progress towards our goals are the following:

- a) **Increased student access to Instructional Technology:** The library has acquired 100 laptops and 100 iPads for student use. We have also acquired 200 mobile hotspots and scientific calculators. Before the end of the year, we will also acquire additional Chromebooks.
- b) **Increased student access to library reserves materials such as textbook and OERs:** The library kept up with course reserves requests and facilitated courses to be 100% ZTC. We continue to purchase textbooks to keep up with the demand in collaboration with Instructional Divisions. Of note also, librarian James Adams became the campus OER coordinator working with all faculty and administrator to identify ZTC courses and publish them correctly. He also is leading professional development on integrating OERs to courses.
- c) **Artificial Intelligence Resources:** The library continued to acquire titles related to Artificial Intelligence. A recent book display showcases our growing collection on this topic. Research workshops and courses touch on the topic of AI literacy.

- 4) If your goals are changing, use this space to provide rationale, or background information, for any new goals and resource requests that you'll be submitting that were not included in your last program review.

Our goals are not changing at this time. We will continue to focus on our goals expanding in all mentioned areas.

- 5) Describe the impact to date of previously requested resources (personnel and instructional equipment) including both requests that were approved and were not approved. What impact have these resources had on your program/department/office and measures of student success or client satisfaction? What have you been able to and unable to accomplish due to resource requests that were approved or not approved?

Our approved Resource Request and subsequent allocations made a huge impact on reaching our goals. While we cannot have every resource for everyone or provide all the services needed on campus, we had made significant progress on acquiring more technology, expanding course reserves, acquiring new material including online resources, and kept offering relevant content in our courses and workshops.

After the retirement mentioned above, RAPP approved the replacement of the faculty librarian to ensure Ed Code compliance and to follow accreditation guidelines.

- 6) How have these resources (or lack of resources) specifically affected disproportionately impacted students/clients?

We have checked out all of our technology and have students on waiting lists. These resources are essential for students that cannot afford devices or access to Internet. We will continue to acquire resources for our students to reduce the number of students on waiting lists.

- 7) Refer back to your Comprehensive Program Review under the section titled Assessment Cycle as well as the SLO website (<https://www.deanza.edu/slo/>) for instructional programs. In the table below provide a brief summary of one learning outcome, the method of assessment used to assess the outcome, a summary of the assessment results, a reflection on the assessment results, and strategies your area has or plans to implement to improve student success and equity. If your area has not undergone an assessment cycle, please do so before completing the table below.

Table 1. Reflection on Learning Outcomes (SLO, AUO, SSLO)

Learning Outcome (SLO, AUO, SSLO)	
Method of Assessment of Learning Outcome (please elaborate)	
Summary of Assessment Results	
Reflection on Results	
Strategies Implemented or Plan to be Implemented (aka: enhancements)	

Done? Please email this form to your dean/manager.

8) Dean Manager Comments:

The Library has experienced a year of both growth and challenges. While we expanded resources for our students, staffing shortages presented obstacles. However, our dedicated team came together to support one another, ensuring uninterrupted services for our students. As we continue to grow, we will advocate for the resources needed to sustain that progress. I recognize that our commitment to equitable practices comes at a cost to the college, but the positive impact on our students is immeasurable. As Dean, I am deeply grateful for a team that rises to meet our goals and for the support of RAPP and our administration in maintaining our operations.