

**Report to Senate**  
**October 27, 2011**  
**Senate Members to Academic Resources Committee**  
(Submitted by D. Marten for the Faculty Members)

Members of the ARC: Chair (Steve Butler); Senate (D. Marten, M. Robins, M. Thomas); Provost Representative (Tatiana Nazarenko); Director of IT (Kevin Hess); Director of Library and Information Services (Debra Quast); Student (Audrey Uhland). Reed Sheard attends often as CIO.

**Purposes:**

The Academic Resources Committee (ARC) is concerned with recommending and implementing resources suitable for faculty and student use in the classroom and in the library. Additionally, the ARC makes recommendations to the Academic Senate regarding policy on use of instructional resources.

- 1) To assist the Director of Information Technology in determining what new technologies and products are appropriate for Westmont College, and which should be evaluated for instructional use.
- 2) To propose the acquisition and implementation of new instructional resources.
- 3) To work with the Director of Information Technology in educating and enabling faculty in the use of new and existing resources.
- 4) To recommend policy relating to technology issues that affect faculty and students.
- 5) To work with the Director of Library & Information Services in library-related matters, including collection development, building-related matters, staffing, programs, and budgetary issues.
- 6) To refer items (as appropriate) to the Senate for their recommendation to the faculty.

**Report**

The ARC has met each month during the academic year for an hour each time.

During each meeting a report related to IT is presented by Kevin Hess and/or Reed Sheard. Any issues or problems are discussed.

The head Librarian, Debra Quast, presents any news and issues related to the Library.

Tatiana Nazaranko brings any issues that come from the Provost's office.

Steve Butler informs us of any faculty issues related to our charge.

Main topics discussed in the last year:

**IT**

- 1) **iPub:** Apple has approached Westmont to explore academic publishing possibilities using the ePub environment (common style of electronic book publication such as found on iBook). The main application (although there are many others) would be course materials being made available to students in an electronic format. Reed Sheard is in the process of trying to arrange a meeting between ARC members and Apple to demonstrate what is possible. This service is more than the iTunesU that is currently available to us. (although I am not that clear as to what is available from Apple, but hopefully when they come, this will be made clear to us).
- 2) **Specialist in Education Technology:** We were approached by Kevin and Reed to see if faculty would be interested in having a staff person trained in Educational Technology. Specifically, Doug Conrad would like to take graduate courses in this area so that he could aid faculty in the

use of current and new technology. The consensus was that this was a good idea and the funding would come through reallocations in the IT budget.

- 3) **Computer labs:** There is a concern brought up by faculty and other groups that there is no open computer lab available for classes to meet on a regular basis. There is also an issue of computers being made available during the summer with the Think Camps (and perhaps other groups).
- 4) **New Buildings and Technology:** There were many discussions last year about the new buildings and difficulties with getting the technology to work as desired. Lecterns and their positioning was a major topic. Portable lecterns were placed in some classrooms this fall. There are still no clocks in the classrooms and it is not clear why.

### **Library and Information Services**

- 1) Senate was advised of the status of the Library and resource allocation last spring.
- 2) Debra has kept us updated on staffing and resource uses in the Library.
- 3) Debra has scrapped the previous departmental allocations for books and media, and instead is doing it based on requests from faculty and the ultimate purchase decisions will be made by the library director and librarians. Books and media purchases are being made three times a year (10/1, 12/1, and 2/1). Faculty are to submit new requests with these dates in mind.
- 4) Resource allocation estimates for this academic year are:  
57% for subscription databases, online journal packages and other electronic resources  
21% for individual periodical subscriptions  
14% for system software costs,  
8% for books and media.  
Book and media purchases will be spent against a budget of \$13,000 for 2011- 2012. Separate funds will not be allocated for specific departments this year.
- 5) See attached sheets for allocations for each department regarding online access to resources.
- 6) There are online faculty guides that we should read for the new procedures in place.
- 7) Due to a breach in Westmont's online security access, the chemistry journal access was significantly reduced because the provider increasing the cost due to this increased usage.

### **Curriculum Report**

- 1) **New Institutional Software for Assessment:** We are examining new software that would be used for writing assessment reports. There are two being considered that would be web-based and this would be a way to simplify the reporting process. The term used is 'accountability data management systems' that would be used to prepare and generate annual and 6-year program review reports, assess student learning in relation to outcomes, and manage their entire process effectively and efficiently by using helpful built-in tools, including ready-made rubrics which can be easily customized. Their assessment procedures appear to be less time-consuming for faculty and co-curricular specialists and more effective! Many schools are using software like this.

The cost would be about \$15,000 per year for the assessment package (Accountability Management System). Adding the Learning Achievement Tools package would add from \$14-40 per student.

[note added 11/15/11. See Tatiana's update sent by email on the options and cost.]

# Library Accessions Budget Report

## Library Accessions Budget by Resource 2010-2011 & 2011-12

	Resource	2010-2011 Budget	2010-2011 Actuals	2011-2012 Budget
	Books/media	\$53,075*	\$50,369	\$23,484
	e-resources	\$137,500	\$151,946	\$167,576
	Print periodicals	\$73,900	\$59,504	\$60,000
	Systems	\$33,600	\$33,600	\$40,000
<b>Total</b>		<b>\$298,875</b>	<b>\$295,419*</b>	<b>\$291,060</b>

\*Includes a one-time grant of \$15,000 from the Provost's Office for books.

## Library Expenditures as a Percent of College E & G

School	Library Expenditures	Lib.Exp% of E&G	Institution E & G
Houghton College	\$1,059,634	3.56%	\$29,725,308
Wheaton College	\$2,699,732	3.09%	\$87,475,000
Seattle Pacific Univ.	\$2,022,322	2.80%	\$72,275,000
Azuza Pacific	\$4,508,237	2.70%	\$167,075,313
Occidental College	\$1,945,196	2.55%	\$76,230,062
Mills College	\$1,224,069	2.28%	\$53,576,153
bilene Christian Univ.	\$1,720,811	2.24%	\$76,970,197
Westmont College	\$826,343	2.11%	\$39,175,229
Whittier College	\$862,414	1.66%	\$51,882,090
Gordon College	\$406,191	1.07%	\$38,112,067

**Note: .1% of Westmont E & G is \$49,193**

## Factors Impacting Library Accessions Budget

- Library electronic resources (databases, electronic books) cost increase over 5 years is 32.5%
- The variety of electronic resources available to support teaching and learning continues to grow. We need to keep up with the current tools. This increased the ongoing costs.
- Our new Integrated Library System (WMS) will go up by between 3% over the next 3 years and increase by as much as 10% per year thereafter.
- The annual inflation rate for academic periodicals (both print and online) is 8/5% (Walters 578)
- The department library liaison program is expanding, resulting in increase requests for materials to support teaching.

**Print Journals, Online Journals and Database Expenditures by Department 2011-12**

<b>Subject</b>	<b>Total spent for Dept.</b>	<b>Total resources for Dept.</b>
ART	\$2,661.85	12
Biology	\$11,513.30	15
Chemistry	\$8,019.19	5
Communication Studies	\$6,605.90	5
Economics and Business	\$9,401.85	13
Education	\$857.68	8
English	\$11,586.86	36
General	\$68,189.60	66
History	\$14,959.01	33
Kinesiology	\$4,189.45	16
Library	\$4,156.00	7
Math	\$1,655.56	7
Modern Language	\$841.82	5
Philosophy	\$6,229.94	18
Physics	\$1,079.90	4
Political Science	\$14,256.37	29
Psychology	\$18,969.61	23
Religious Studies	\$17,726.13	62
Science	\$4,915.95	13
Sociology/Anthropology	\$9,195.00	16
Theater	\$1,067.00	3
	<b>\$224,181.09</b>	