

Assessment Report for Garfield Campus Library

Funded by the Basic Skills Grant and the Garfield Campus

by Zohara G. Kaye

Fall 2012 Update

Summary

This, Fall 2012 update reports on results from fiscal year 2011-12, and Fall 2012 midyear report.

During Fiscal Year 2011-2012:

- Over **2695** patrons visited the library
- Librarians helped with **1819** inquiries at the reference desk
- Total of **34** library tours and orientation provided to **925** students
- Books were circulated **1,566** times (40% increase from 2010-11)

In Fall 2012:

- Over **1008** patrons visited the library
- Librarians helped with **1058** inquiries at the reference desk
- Total of **5** library tours and orientation provided to **193** students
- Books were circulated **847** times (8% increase from Fall 2011)

Introduction to the Garfield Library

- The Garfield Library is located in TR 201; the library is open 15 hours per week.
- The library's print collection includes 1,284 titles or 2,958 volumes.
- Circulating collection is tailored to courses offered at the Garfield campus.
- Special collections include: Reference, GED collection, ESL Graded Readers, and Classroom Sets.
- Student Computer Lab, TR 201A, includes three print-capable computer stations with Internet access

Resources

Library Materials

As of December 2012, the Garfield collection includes **1284 titles, 2958 volumes**. Reference collection is modest, at 117 titles, 153 volumes. The remaining 1181 titles (2805 volumes) are in the circulating collection open to all patrons, or the Classroom Sets collection for faculty.

Circulation Statistics

Of the 1181 circulating titles (2805 volumes), 1646 volumes have circulated at least once (almost 60% of the collection). Circulating items that have ten or more checkouts include dictionaries, GED books, and ESL graded readers. Items between 5-10 checkouts include language learning materials, in addition to the items listed above. Many of the novels and subject specific books have between 2-6 checkouts.

Library Usage

In Fall 2012, 847 books were borrowed (compared to 779 in Fall 2011); 1,008 patrons visited the library in Fall 2012 (compared to 1,364 in Fall 2011). While the number of books borrowed is up from last year, the total number of visitors is down. This may be attributed to a significant drop in scheduled library tours from Fall 2011 (34 classes, 925 students) to Fall 2012 (5 classes, 193 students). Since the library officially opened in Fall 2011, many of the instructors scheduled library tours for their classes. However, in Fall 2012, only the instructors teaching beginning levels scheduled library tours. It is speculated that the drop in scheduled orientations is due to a continuing student population (hence why only beginning level instructors with new students scheduled library tours).

Table 1 below illustrates fiscal year statistics for the past two years. As noted earlier, the Garfield library opened (with faculty librarians) in Fall 2011. Compared to fiscal year 2010-11, when the library collection was housed in the Developmental Skills Lab, this past year saw an **increase in circulation by 60% (from 940 to 1,566).**

Table 1	Books Borrowed	Library Visitors	Reference Desk Transactions	Library Tours/ Orientations	
				# of classes	# of students
Fiscal Year 2011-2012	1,566	2,695	1819	34	925
Fiscal Year 2010-2011	940	N/A	0	N/A	N/A

Virtual Library

The portal to the Garfield campus library- <http://campusguides.glendale.edu/garfield> -is linked on the main campus library homepage, and in the “Student Services” section of the Garfield Campus site. The Garfield library website includes information about the library’s collections (with direct links to the Online Catalog), services, policies, and library hours. Additional features of the website include:

- **Library Databases for Garfield Students** – includes a list of recommended databases that support the curriculum taught at Garfield campus. In addition, help guides are linked for individual databases
- **Guides and Handouts** – includes links to all library handouts and research guides.
 - **New:** Multilingual Glossary of Library Terms translated to Arabic, Armenian, Farsi, French and Spanish

- **ESL Video Clips** – a library of YouTube and other videos (created due to popular demand from ESL students)
- **ESL Websites** – a list of free ESL websites for students and instructors. Many include games, quizzes, and downloadable activities
- **ESL Activities** – this is the newest page on the library website; the intention for this page is to be a repository of instructor created activities based on library books.

Recommendations

In an optimal environment, Garfield Campus library needs a full-time librarian overseeing the library operations, planning and implementation of library services; as well as library support staff to oversee circulation and stack maintenance. Request for additional faculty and classified staff is documented in numerous Library Program Review documents beginning in 2007.