

- **Review of resources occurs on a regular basis such as the library which has a section for each academic department.**

As academic programs undergo their regular (every five years) program reviews, the Librarian assigned to that program also does a complete evaluation of the Library's holdings (print and electronic) that support those programs. Librarians review print holdings for currency, relevance, usage and accuracy. Faculty are surveyed regarding the Library. Librarians make adjustments base on faculty comments. The Librarians also review the usage of electronic resources and search for additional electronic tools to support the programs. The Librarians prepare a report for the appropriate faculty which is usually included in the program review document. In addition to the program review reports, the Librarians make additions to and review the collection as curriculum requirements and program offerings change and to generally keep the collections updated.

- **There is a Library Liaison which works with each academic department . . .**

Each Academic Division at the College has a Librarian liaison. That liaison has primary responsibility for ensuring that Library materials supporting the programs offered by that division are available in the Library. Librarians attend the monthly Division meetings and often meet with individual faculty members to ensure the Library is meeting their needs. The liaisons sometimes develop specialized Library instruction or tutorials at the request of faculty or when the Librarian sees a need for such a tool. Faculty are encouraged to notify their liaison when they would like to make requests regarding the Library. The Library is fortunate to have an adequate budget to meet the needs of OCCC faculty and is able to fill requests of faculty in virtually all cases

- **Library usage is monitored and tracked.**

The Library maintains a number of statistics related to usage of Library resources. Yearly statistics of print usage, reference assistance, Library orientations, and gate counts (in an Excel spreadsheet) for the past ten years accompany this document. The Librarians review additional statistics provided by numerous vendors for electronic resources such as article databases. Because the Library offers electronic resources from at least ten different vendors, the data is in different formats and measured in different ways, making it useful for renewal decisions but not overall generalizations. Therefore that information is not included here.