West Campus Library Plan

Library Mission

The Modesto Junior College Library plays an integral role in the educational program of the College by conducting information literacy instruction, providing a full range of library services and assistance to MJC students, staff and faculty, and facilitating access to a broad range of information resources.

West Campus Library Service Focus:

We envision reestablishing and maintaining a West campus “branch” library within the Integrated Learning Center to provide equitable information competency instruction, reference or research help, and circulation/reserves services to meet the needs of the programs whose primary location is West campus. Those programs are:

- Allied Health
- Family & Consumer Sciences
- Career Technical Education
- Agriculture & Environmental Sciences
- Science, Math, & Engineering
- Photography

Library Faculty:

A full-time library faculty member is necessary to build strong relationships with the West campus subject-area faculty thus being able to provide more subject-specific instructional support, more informed research help, and more knowledgeable collection development for the programs on West campus. In addition, if the library is to provide equitable evening and/or weekend instruction and reference service, the library would need to add library faculty adjunct hours as discussed below in the staffing plan.

The full-time librarian would not need to staff the reference desk at all times but could staff it at regular hours, make herself/himself available by appointment, and be close by in an office if someone needs help. Otherwise, that librarian will be out meeting with West campus faculty, developing traditional and online instructional materials, conducting information competency classes, performing collection selection and deselection to maintain a useful, current print and online collection, and other duties.
**Library Staffing Plan:**

**Tier One: Should Haves** for best possible outcomes (optimum plan offering hours of operation the same as east campus)

1. One new librarian
2. Adjunct librarian hours (minimum of 20 hours per week to provide some combination of evening and weekend hours)
3. Two new staff dedicated to circulation/reserves
4. One new technical services staff member who may or may not have responsibilities on east and west campus
5. One new staff member dedicated to the computer lab

**Tier Two: Highly Necessary** to Remain Comprehensive (mid-range plan offering fewer hours of operation than east campus, closing earlier in the evenings, may or may not be open on Saturdays)

1. One new librarian
2. Adjunct librarian hours (minimum of 10 hours per week to provide some evenings)
3. One new staff member dedicated to circulation/reserves
4. One new technical services staff member who may or may not have responsibilities on east and west campus and assumes some responsibility for circulation functions
5. Student workers in the computer lab

**Tier Three: Absolute Must Haves** (acceptable but not ideal, hours of operation fewer than east campus, no evenings, no weekends)

1. One new librarian or additional part-time librarians (up to the equivalent of one full-time librarian) increasing in number in conjunction with the expansion of programs on West Campus
2. One new staff member dedicated to circulation, relieved by the librarian and integrated learning center staff
3. Student workers in the computer lab

**Library Collection:**

Print collections would be focused on the disciplines located on West campus. Print collections would include circulating and reference books and periodicals for those subject areas.

**Delivery Service:**

The college needs to devise a plan for delivery services between the two campuses. For the library this means that we need a courier services for document/materials delivery to students and faculty on both campuses. In the past, we had a twice daily courier service.