Linscheid Library
Assessment Timeline/Activities

2006-2007
October 2006 – formed assessment committee
December 2006 – library wrote a new mission statement
March 2007 – wrote self-study
April 2007 – finalized goals and objectives
May 2007 – finalized Information Literacy Plan
June 2007 – staff survey (facilities/job responsibilities), Instruction Assessment Plan
  • Peer, Self Assessment, Student Evaluation Forms

2007-2008
July 2007 – Reference Assessment Plan finalized to begin in the Fall semester
  • Reference Survey Cards
  • Peer Reference Evaluation Form
August 2007 – Staff retreat over staff survey and issues important to faculty/staff
September 2007 – evaluation plan (Closing the Loop) finalized
November 2007 – completed E-Reserves Plan and Signage Plan
  • E-Reserves Procedures
January 2008 – Staff Committee created
April 2008 – Student Satisfaction Survey, Systematic Purchasing Plan, Standards for Service
  • Collection Development SOP
  • Library Liaison Handbook
May 2008 – Documentation standards set
  • Handbook Cover Sheet
  • Non-Handbook Cover Sheet
  • Terminology

2008-2009
July 2008 – Collection Development Policy updated
November 2008 – Faculty Satisfaction Survey
December 2008 – Digitization Procedures
February 2009 – submitted University Assessment Plan and 5 Column Summary
March 2009 – Instruction Assessment Plan and forms updated
April 2009 – Reference Assessment Plan updated, Collection Development Handbook updated
May 2009 – Weeding Handbook
June 2009 – Collaboration Assessment Plan, Events Marketing Plan, Outreach Plan, Student Employment Plan, Digitization and E-Reserves Plans updated, Assessment Webpage
  • Basic Scanning Procedures
  • Event Evaluation Form
  • Facilitating Faculty Research Form
  • Faculty Research Flyer
2009-2010
January 2010 – implemented second year of weeding plan
February 2010 – submitted University Assessment Plan and 5 Column Summary

2010-2011
September 2010 – created popular lists feature on III staging server
October 2010 – Faculty Satisfaction Survey, Instruction Assessment Plan updated
November 2010 – Student Satisfaction Survey
Fall 2010/Spring 2011 – implemented retrospective cataloging of map procedures
January 2011 – implemented third year of weeding plan including first year of one-to-one school comparisons
April 2011 – submitted University Assessment Plan and 5 Column Summary
May 2011 – Student Employment Plan revisited
May 2011 – Local Holdings Maintenance training – beginning of retrospective updating of local holdings records in OCLC
May/June 2011 – investigated access numbers
  • Literature search
  • Discussion with peers
  • ACRL presentations

2011-2012
November 2011 – Student Satisfaction Survey
January/February 2012 – implemented fourth year of weeding plan including second year of one-to-one school comparisons
February 2012 – submitted University Assessment Plan and 5 Column Summary
April 2012 – switch University Assessment Plan to an academic year with a focus on student learning outcomes
June 2012 – submitted AY 2011-2012 University Assessment Plan

2012-2013
October 2012 – refocused charge of committee