



FACULTY STAFFING REQUEST FORM

Qualitative Criteria

School: Library

Department: Learning Resources

Position Title (number of requested positions): Librarian (one position requested)

Number of FT Faculty in Fall 2021: 3

Number of PT Faculty teaching in Fall 2021: 10

Please submit your responses to the prompts below (no more than 800 words) to the Office of Academic Affairs by October 15, 2021 at 5 PM.

1. Potential Load and/or Potential Direct Student Contact: (*FTE, Courses, number of sections, student/counselor ration; no need to submit days/times of teaching schedule at this time*):

At minimum 1 FTE. In summer 2019, a faculty librarian resigned before achieving tenure. A new librarian hire will pick up the base workload of this recent loss. Further, with the new Library opening, demand for longer open hours, including weekends, will be high. We cannot manage more open hours (nights and weekends), the Centers, and online reference with only three fulltime librarians.

2. Availability of qualified hourly faculty to teach and serve students:

Part time faculty recruitment has been a continuous challenge particularly when hiring for “on-ground” librarians. Our last adjunct hiring pool had only three candidates, two of whom could not take the schedules we offered. Our current adjuncts that want 67% load are at 67% load. Most applicants for the part time pool are already employed full time elsewhere and cannot meet our open hour needs. We compete with nearby schools (K-12 though University) for adjuncts to provide on-ground Library hours.

Pre-COVID19 we provided Reference Services at the Fairfield Campus, the Vallejo and Vacaville campuses, and the Online campus (serving DE across the curriculum, not just LR10). At that time we staffed 27 hours a week at Vallejo, 29 hours a week at Vacaville, 45 hours a week at Fairfield and 10 hours a week of Online eReference, totaling approximately 111 hours per week (*down from 125 Spring 2016*). It is particularly important to note that as Online eReference use has increased tremendously with COVID19, students will most likely expect a more robust staffing of this service when we go back to “normal” as they are now accustomed to using the service. Staffing the eReference Desk at the pre-COVID levels will not be satisfactory.

In addition to our own loads, the full-time librarians are also the de-facto subs for any absences at the main campus Library (Pre-COVID19 and current conditions). Under the current staffing levels, the Library is staffed with limited back-up for faculty librarians or CSEA staff. We are unable to increase hours and in emergency situations are faced with closing the library or the center libraries due to lack of staffing. The new Library, when it opens, will exacerbate this problem, as the campus community will be looking for increased open hours. With our adjunct faculty preferring or available only for mostly online workload, keeping the new Library and the Centers open for equitable hours will be challenging if not improbable.



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3. Why is it important to have a FT faculty in this role?

As the library serves all academic departments, librarians must build relationships as cross-disciplinary ties to each academic area: staying on top of new/changes to courses and programs, ensuring our collections are meeting the needs of each area, and supporting the research needs of individual discipline faculty. Additionally, new initiatives (OER, Prison, DE, Equity initiatives, Guided Pathways, etc.) require the library to stay timely, responsive, and focused on SCC. Year-to-year consistency is important in establishing and growing these relationships.

4. Areas where additional expertise is needed:

Unlike university librarians, the strength of a public/accesses services Librarian is in their ability to wear all the hats, not specific area expertise. We are looking for a candidate who can help support all library functions. A fourth librarian helps improve the work done in all areas, including:

- Reference
- Collection Development
- Information Literacy Instruction
- Liaison (within and outside college)
- Website
- LibGuides
- Textbooks
- Library technologies and electronic sources
- OER
- Outreach
- Campus Committees
- Prison
- Assessment
- Accreditation

5. What will be the impact (students, program, College, other) if this position is not filled?

- Equitable student access to full time librarian faculty
- Equitable hours in the New Library building and Online Reference
- Equitable hours for the Centers
- Inhibited responsiveness of the library to campus initiatives as mentioned above

6. How does this position help fulfill the mission of the college and our commitment to antiracist practices?

For there to be true equity in an institution, there needs to be access. The Library strives to support equity and anti-racism through access to student spaces, materials, technology, learning materials (textbooks), people, and support services. An additional librarian will increase our area's ability to develop, review, grow, and support all Library programs which impact equitable,



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inclusive, diverse, and anti-racist goals. If we don't have enough people to perform the work required to support four campus locations in a robust and comprehensive way, our ability to provide access to the safe and inclusive library space is inhibited.

7. Other compelling factors not identified in responses 1-7 above:

CA Code of Regulations 58724 Table of Minimum Standards for Libraries and Media Centers places us with a recommendation of 5 fulltime librarians and 9 support staff.

<https://govt.westlaw.com/calregs/Document/IFC7887F0D48511DEBC02831C6D6C108E?transitionType=Default&contextData=%28sc.Default%29>

Our staffing shortage was noted in our 2017 ACCJC Self- Study: "To fully extend library services to the needed levels will require additional classified staffing in addition to the new faculty hires to keep circulation services running smoothly."

8. The position was identified in a previous program review: **No**

If no, what changed necessitating a request for a full-time faculty member?

We did not indicate the need for librarian positions in our last published review cycle because we were staffed with **FIVE** faculty librarians.