

At NMHU, co-curricular activities are defined as out-of-class experiences that complement and extend the formal learning experience of a course or academic program. Co-curricular activities develop a student's social, intellectual, cultural, democratic, civic, and aesthetic domains. They are supervised and/or financed by the institution and facilitate the attainment of NMHU's four essential traits (or student learning outcomes). These experiences are voluntary, ungraded, and non-credited, although they may be compensated through student employment.

Four identified traits/student learning outcomes that the NMHU community of faculty, students and staff identified that our graduates are expected to display:

- **Mastery of content knowledge and skills**
- **Effective communication skills**
- **Critical and reflective thinking skills**
- **Effective use of technology**

Program Name: Library

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Program Mission:

The New Mexico Highlands University Libraries support teaching, research, and community activities of New Mexico Highlands University. It acquires, preserves, and makes accessible scholarly materials that advance the curricular needs, intellectual pursuits, and personal enrichment of our clientele. It promotes programs and services that emphasize the diversity of the university's multicultural community and heritage.

Intended Audience:

The library offers instructional sessions on information literacy for instructors' classes, as well as individual students on a one by one basis. Tutorials on specific aspects of finding information are also available on the library's website so that students may review specific topics as needed.

Please include data on student utilization of the program over the past year (be sure to include online and Center students if part of your intended audience).

In 2015-16, the library gave 35 instructional sessions to 519 students. Of those, 3 were taught remotely to 51 students. Our library associates at Rio Rancho and Albuquerque gave 25 instructional sessions to 378 students. 23 instructors at main campus requested sessions.

Describe how you measure student satisfaction with your program and results for this year:

We will be doing assessments at the end of each library instructional session. We also conduct a Library Satisfaction Survey for center and distance education students in the fall, and main campus students in the spring.

Student Learning Outcome:	University Trait(s) linked to which it is linked Learning Outcomes	Measures of Assessment	Timeline for Measurement	Threshold to Determine if outcome has been achieved
1. Students know how to find an appropriate information source (book or article)	Mastery of content knowledge and skills; critical and reflective thinking skills; effective use of technology	Assessment at end of instructional session requiring students to demonstrate ability to find appropriate source	Each Fall and Spring Semester	70% of students in instructional sessions will be able to find an appropriate source.
2. Students are aware of academic library collections and services	Mastery of content knowledge and skills; effective use of technology	Library Satisfaction Survey checklist	Each Fall and Spring Semester	70% of respondents were aware of at least one academic library collection and one library service.
3. Students know how to access academic library collections and services	Mastery of content knowledge and skills; effective use of technology	Library Satisfaction Survey checklist	Each Fall and Spring Semester	70% of respondents know how to access at least one academic library collection and one library service
4. Instructors request library instructional sessions	Mastery of content knowledge and skills	Number of instructors requesting sessions	Annually at the end of spring semester	2 instructors who have not previously requested instruction, will request instructional sessions each year

Student Learning Outcome:	Assessment Measurement Results	Outcome Achieved? (0= No, 1= yes)	Plan for Improvement
1. Students know how to find an appropriate information source (book or article)	75% of students in instructional classes were able to find a source.	1	This was difficult to assess because of the varied answers we received. We will continue to revise the questions on the class survey we distribute to target clearer responses, as well as distribute the assessment assignment during class, rather than at the end.
2. Students are aware of academic library collections and services	100% of respondents from the fall survey and 97% from the spring survey are aware of our collections and services	1	As we easily met our goal, we will revise the assessment measurement result to 70% of respondents were aware of half of the academic library resources and services
3. Students know how to access academic library collections and services	97% from the spring survey know how to access our collections and services	1	As we easily met our goal, we will revise the assessment measurement result to 70% of respondents know how to access half of the academic library resources and services. We did not include this question on the Fall survey to our center and distance education students. It will be included next fall.
4. Instructors request library instructional sessions	11 new faculty requested instructions: 5 adjunct and 6 full-time. Easily met our goal without additional communication to departments.	1	As we easily met our goal of 2 new faculty members requesting instructional session, we will revise our goal and measurement results for next year to: from the previous year, increase by two, the number of disciplines to which we provide library instruction.

Assessment Summary: *[In this section write your own interpretation of how the Library is doing and what your strengths and weaknesses might be. As a staff, it may help you find areas to focus on for improvement, expansion, etc. since this instrument may help you gather the data necessary to make an informed decision. The individual Plan for Improvement is great at the micro-level, but doesn't allow for prioritization. Whereas, an Assessment Summary may help you bring your micro improvement plan to a macro-level].*

We would like to gather better data to determine if students are locating appropriate information sources after attending an instructional session. We reworded the question several times in the past year to get a more specific response from students. In the future we plan to have students work on the question in the middle of the instructional session, rather than wait until the end.

We will promote some of the lesser known collections and services by having links more prominent on the library web pages and posting to the NMHU Facebook page.

We would like to reach more academic departments through individual instruction sessions with classes. Late last spring, we reached out to individual departments to promote library services, and to encourage use of instructional sessions. We will be attending departmental meetings again early in the fall semester.

Appendix A – Co-Curricular Assessment for Library Instruction

Library Instruction Survey for _____ **Date** _____
Librarian _____

Mini Assignment:

What resource did you find during this instructional session?

Title of a book, journal article, or webpage:

Author’s name:

Where did you find the resource?

Survey Assessment:

	1	2	3	4	5	
	<u>Strongly</u>				<u>Strongly</u>	<u>Not</u>
	<u>Disagree</u>	<u>Disagree</u>	<u>Neutral</u>	<u>Agree</u>	<u>Agree</u>	<u>Applicable</u>
1. This instruction session improved my knowledge of library services and collections.	0	0	0	0	0	0
2. This instruction session improved my knowledge of how to search within library databases (for example, Academic Search Premier, LIBROS).	0	0	0	0	0	0
3. During this instruction I was able to find at least one appropriate information source.	0	0	0	0	0	0

4. Comments:

Appendix B – Questions to Be Included on Library Survey

Library collections & Services (SLO 2)

Which of the following library collections and services do you know about? Check all that apply.

Books	Interlibrary Loan
eBooks	Research Assistance Service
Journals	Library Instruction
Journal Articles	Passport to use other
Special Collections	academic libraries
eReserves	Online Library Tutorials

Library Satisfaction Survey checklist (SLO 3)

Which of the following library collections and services do you know how to access? Check all that apply

Books
eBooks
Journals
Journal Articles
Special Collections
eReserves
Interlibrary Loan
Research Assistance Service
Library Instruction
Passport to use other
academic libraries
Online Library Tutorial

