**COA Librarian Meeting Agenda**

**Sept. 17, 2020**

1. Review and revise COA Library Mission, Outcomes, Goals and Mapping to ILOs and PCCD Goals
2. Review and revise COA Library Assessment Process and Timeline for 2020
3. Review and Discuss COA Library Statistics compiled from 2019-2020: Collection, Services, Funding, Instruction, Reference, Circulation, Staffing, Database usage, etc.
4. Review and update COA Library Program Goals for 2020 (based on data and evidence gathered in previous year and entered into CurricUNet Meta / Taskstream).
5. Develop Assessment Plan for Library Service Area Outcomes and LIS Courses (for entering into CurricUNET Meta).
6. Review Annual Unit Plan Template and discuss responses based on data provided (see above)
7. Periodical Renewals and additions/deletions of titles (based on review of data)
8. Database renewals (based on review of usage data)
9. Budget Update and Priorities
10. Standing Order Renewal
11. LIS Courses – review success and retention data
12. Student Library Survey
13. Accreditation Self-Study – Standard IIB. – analysis of data and evidence