

Library Impact Form For New Curriculum Proposals
Rev. 04/06

It is the responsibility of the department submitting a proposal to determine the adequacy of the library collection for the new courses or programs. Librarians will assist with determining the cost of materials. **Funding may not always be available.** The library can provide information about financial resources. Orders for additional materials should be submitted at least one semester before the course is taught.

Department _____
Program _____

Evaluator _____ Date _____

Circulating book Collection

Which call number ranges include books relevant to this proposal?
(E.g. E470-490, PS 3511-3550)

Check the shelves to evaluate the library's holdings. Consider the number of items, publication dates, and depth of coverage. Please list below subjects needing to be strengthened or updated.

Can students do required work by using these materials? Are there enough books for several students to check out several books each, when doing work for this course?

If desired, attach a prioritized list of book titles, with prices when possible, to be considered for purchase. Please initial here if Library collection is adequate

_____.
Remember that if a title is more than five years old, chances are good that it may be out of print.

Estimated financial need for books: (to be estimated and initialed by librarian)

_____ 1st year core collection
_____ 2nd -5th years additional amount

Reference Collection

Reference books for the subject will have the same range of call numbers but are housed in the Reference section. Consider the breadth of coverage and publication dates of the reference sources in the library.

Which area(s) of the reference collection need to be updated?

_____ None, the reference collection is adequate for this course (initial)

If needed, attach a prioritized list of recommended reference titles, with prices when possible.

Estimated financial need for reference books: (to be estimated and initialed by librarian)

_____ 1st year core collection
_____ 2nd -5th years additional amount

Non-book Materials

Which reputable, reliable Web site(s) might the Library add to its list of recommended resources for students?

Will this program require any other type of materials (i.e. videos, sound recordings)?

Attach a prioritized list of recommended items to be added, with prices when possible (if needed)

Estimated financial need for non-book materials: (to be estimated and initialed by librarian)

_____ 1st year core collection
_____ 2nd -5th years additional amount

Periodicals

Which periodical titles are most important to this program?

To which of them does the Library currently subscribe via paper or online subscriptions?

If additional subscriptions are desirable, attach a prioritized list, with paper or electronic prices, if available.

Estimated financial need for periodicals: (to be estimated and initialed by librarian)

_____ 1st year core collection
_____ 2nd -5th years additional amount

Electronic resources

Which databases or online services are most important to this program?

To which of them does the Library currently subscribe?

If additional subscriptions are desirable, attach a prioritized list, with prices, if available.

Estimated financial need for electronic resources: (to be estimated and initialed by librarian)

_____ 1st year core collection
_____ 2nd -5th years additional amount

Delivery Model

Will this program be presented:

On campus

Off campus

Cohort

If off-campus, will it be online, satellite, or other?

How will Library services to off-campus students be provided?

How will Library services to off-campus students be supported? (library fee, line in budget, other)

If cohort or off campus, will assignments be the same (use same Library resources) as traditional?