**COA Librarian Meeting Agenda**

**September 24, 2018**

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 2018
3. Review and Discuss COA Library Statistics compiled from 2017-2018: Collection, Services, Funding, Instruction, Reference, Circulation, Staffing, Database usage, etc.
4. Review and update COA Library Program Goals for 2018 (based on data and evidence gathered in previous year and entered into CurricUNet Meta / Taskstream).
5. Develop Assessment Plan for Library Service Area Outcomes (for entering into CurricUNET Meta).
6. Review Program Review 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 – update