

# Annual Report

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LEARNING RESOURCES CENTER  
MISSISSIPPI GULF COAST COMMUNITY COLLEGE



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## **MGCCC LEARNING RESOURCES CENTER 2018-2019 ANNUAL REPORT**

The MGCCC Learning Resources Centers (LRC) are housed at the Perkinson campus, the Jackson County campus, and the Jefferson Davis campus. The centers (with the exception of the Jefferson Davis LRC, which no longer houses Media Services) are comprised of three different areas: the Library, Learning Lab, and Media Services. Each of these areas are vital parts of the college experience and provide services to meet the needs of our students, staff, and faculty. The LRC is committed to our users, carrying out the college's mission to foster lifelong learning, responsible citizenship, and progressive leadership in our dynamic community.

## Mission Statements

### **Library**

The mission of the library at Mississippi Gulf Coast Community College is to provide instructional support services that reinforce the curriculum of the college. We accomplish this by providing a well-trained staff, excellent resources, and accessible facilities. We encourage and assist students to use the resources of our libraries to meet their personal needs and educational goals.

### **Learning Lab**

The mission of the Learning Lab at Mississippi Gulf Coast Community College is to provide instructional support services that reinforce the curriculum of the college, enhance the quality of the Teaching & Learning environment, and foster the educational endeavors of the students, staff, and faculty. The services and materials provided support the educational needs of our community as well as the vision and the mission of the college.

### **Media Services**

The mission of the Media Services Department at Mississippi Gulf Coast Community College is to foster the educational endeavors of faculty, staff, and students. We accomplish this by providing high quality audiovisual equipment, a wide variety of current media materials for curriculum support of classroom instruction, and extensive video production for college use.



# BUDGET

## ALLOCATIONS & EXPENDITURES

## Jackson County

### Library

<i>Title</i>	YTD Activity	Adjusted Budget	Available Balance
<i>Postage/Freight</i>	167.40	651.00	483.60
<i>Software Acquisition</i>	0.00	149.00	149.00
<i>Educational Supplies</i>	0.00	0.00	0.00
<i>Office Supplies</i>	2,617.77	2,789.00	171.23
<i>Other Materials/Supplies</i>	223.99	223.99	214.01
<i>Periodicals/ Subscriptions</i>	7,871.03	7,871.03	390.97
<i>Library E-Periodicals</i>	9,773.34	10,410.00	636.66
<i>Library E-Books</i>	13,768.52	14,345.00	578.48
<i>Food for Persons</i>	0.00	50.00	50.00
<i>Minor Equipment</i>	438.48	562.00	123.52
<i>Travel</i>	0.00	187.00	187.00
<i>Library Books</i>	29,553.00	29,545.08	7.92
	64,413.53	66,783.10	

### Learning Lab

<i>Title</i>	YTD Activity	Adjusted Budget	Available Balance
<i>Software Acquisitions</i>	0.00	2000.00	2000.00
<i>Software Acq/Students</i>	1,487.05	0.00	-1,487.05
<i>Educational Supplies</i>	2,031.85	2,538.00	506.15
<i>Building Maint. Supplies</i>	0.00	194.00	194.00
<i>Minor Equipment</i>	526.23	591.00	64.77
<i>TRAVEL</i>	0.00	84.00	84.00
<i>Library Films</i>	0.00	595.00	595.00
	4,045.13	6,002.00	

### Media Services

<i>Title</i>	YTD Activity	Adjusted Budget	Available Balance
<i>Postage/Freight</i>	29.43	468.00	438.57
<i>Office Supplies</i>	232.57	232.57	1,881.43
<i>Minor Equipment</i>	2,146.99	2,146.99	0.01
<i>Library Films</i>	6,354.50	6,354.50	1,727.50
	8,763.49	9,202.06	

# BUDGET

## ALLOCATIONS & EXPENDITURES

### Jefferson Davis

#### Library

<i>Title</i>	YTD Activity	Adjusted Budget	Available Balance
<i>Repairs/Maintenance</i>	0.00	243.00	243.00
<i>Rental Charges</i>	5796.00	5,840.00	44.00
<i>Educational Supplies</i>	3,391.10	3,503.00	111.90
<i>Periodicals/Subscriptions</i>	41,610.45	41,653.00	42.55
<i>TRAVEL</i>	0.00	400.00	400.00
<i>Travel IS Meals &amp; Lodging</i>	231.98	0.00	-231.98
<i>Travel IS Other Travel Costs</i>	163.00	0.00	-163.00
<i>Library Books</i>	33,900.15	33,959.48	59.33
<i>Library Films</i>	2,661.47	2,661.47	0.00
	87,754.15	88,259.95	

#### Learning Lab

<i>Title</i>	YTD Activity	Adjusted Budget	Available Balance
<i>Software Acquisitions</i>	0.00	1,809.05	1,809.05
<i>Software Acq/Students</i>	1,487.05	0.00	-1,487.05
<i>Software Acq/ Staff</i>	322.00	0.00	-322.00
<i>Educational Supplies</i>	1,168.39	1,269.82	101.43
<i>Minor Equipment</i>	354.18	354.18	0.00
	3,331.62	3,433.05	

# BUDGET

## ALLOCATIONS & EXPENDITURES

## Perkinston

### Library

<i>Title</i>	YTD Activity	Adjusted Budget	Available Balance
<i>Postage/Freight</i>	0.00	0.00	0.00
<i>Repairs/Maintenance</i>	0.00	0.00	0.00
<i>Service Contracts/Equip</i>	0.00	15.00	15.00
<i>Rental Charges</i>	264.00	270.00	6.00
<i>Listenwise</i>	1,407.90	1,407.90	0.00
<i>COIN-OP Copier Supplies</i>	0.00	0.00	0.00
<i>Office Supplies</i>	2,547.35	2,559.00	168.43
<i>Periodicals/Subscriptions</i>	15,963.29	17,542.00	1,508.71
<i>Food</i>	0.00	40.00	40.00
<i>Minor Equipment</i>	1,376.00	1,376.00	39.42
<i>Travel</i>	1,405.00	1,405.00	727.92
<i>Library Books</i>	16,342.00	16,342.00	5,222.48
	39,305.54	40,956.90	

### Learning Lab

<i>Title</i>	YTD Activity	Adjusted Budget	Available Balance
<i>Software Acquisitions</i>	1,576.99	2,432.00	855.01
<i>Office Supplies</i>	908.24	911.00	2.76
<i>Minor Equipment</i>	0.00	1,075.00	1,075.00
<i>Computer/Technical Equip</i>	3,700.00	3,700.00	0.00
	6,185.23	8,118.00	

### Media Services

<i>Title</i>	YTD Activity	Adjusted Budget	Available Balance
<i>Postage/Freight</i>	0.00	0.00	0.00
<i>Office Supplies</i>	3,133.48	3,156.00	22.52
<i>Minor Equipment</i>	3,047.36	3,050.00	2.64
<i>Equipment- Educational</i>	347.26	350.00	2.74
<i>Library Films</i>	1,137.04	1,161.00	23.96
	7,665.14	7,717.00	

# Special Allocations

## Special Allocations Purchases 2018-2019

### Databases/Subscriptions

Proquest eBrary College Complete	\$ 7,713.28
Medcom/Trainex Online Videos	\$ 7,500.00
Gale Databases (Opposing Viewpoints)	\$ 7,875.00
	<b>\$ 23,088.28</b>

### Equipment (Campus)

Augmented Reality Computer Z-Space (JC, JD, Perk )	\$ 16,622.00
HoverCam Presentation Unit (JD, Perk)	\$ 7,500.00
Dual-Sex Torso Model (JD)	\$ 1,163.00
Four-Part Brain Model (JD)	\$ 520.95
3-D Printer Cart (JD)	\$ 390.00
Camtasia Software (JD)	\$ 633.75
	<b>\$ 26,829.70</b>

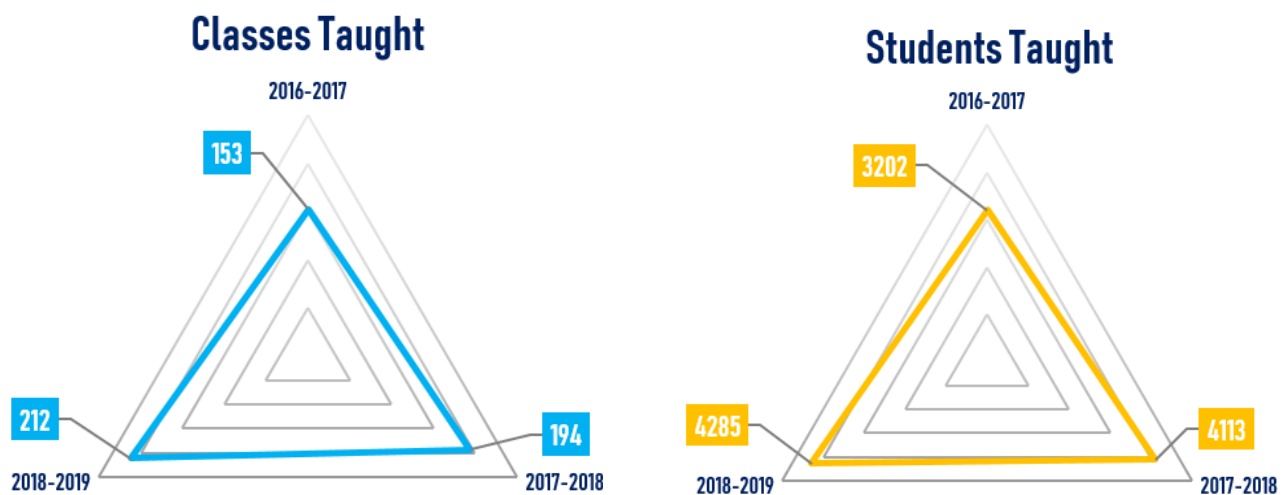
These FY19 special allocations purchases were made for all three LRCs. The purchases, including both online resources and equipment, totaled \$49,917.98.



# Library Resources Overview

In FY19, the Library spent time reviewing the ways we provide access to our resources, as evidenced by the agenda at the annual LRC Retreat in May 2019. This retreat included a presentation on a new Integrated Library System (ILS) from Book Systems, discussion about how to use LibGuides, and a discussion about how to assess library instruction. After a presentation from Book Systems and positive feedback from the staff, the library is planning to request permission in FY20 to transition from our current SirsiDynix, ILS to Atrium from Book Systems. This decision was made as not only a cost-saving measure but also to receive better support and training than what is currently available from SirsiDynix.

Usage data not previously reported is being included for the first time to show some important ways the Library is utilized. By comparing electronic usage for FY19 to FY18 and FY17, we find that this year showed an increase in electronic items used from the library collections. This may be in part attributed to our increase in instruction, where librarians introduce students to the resources available to them and teach how to use them effectively.





# Library Resources Overview

## DATABASES OFFERED BY VENDOR

### EBSCO

Academic Search Complete  
Academic Search Premier  
AGRICOLA  
AltHealthWatch  
Bibliography of Native North Americans  
Biography Reference Center  
Book Collection: Nonfiction  
Business Source Complete  
Computer Source  
Consumer Health Complete  
eBook Collection  
eBook Community College Collection  
Educational Administration Abstracts  
Environment Complete  
ERIC  
Funk and Wagnalls  
Garden, Landscape & Horticulture Literature Index  
Gender Studies  
GreenFILE  
Health Source: Nursing/Academic Edition  
History Reference Center  
Hospitality and Tourism Complete  
Humanities and International Complete  
Humanities Source  
Information Science and Technology Abstracts  
International Bibliography of Theatre and Dance  
Legal Collection  
LexiPals  
Library, Information Science and Technology Abstracts  
Literary Reference Center  
MAS Ultra  
MasterFILE Complete  
MasterFILE Premier  
Middle and Junior High Core Collection  
Music Index  
Natural and Alternative Treatments  
Newspaper Source  
NoveList

Open Dissertations  
Points of View Reference Center  
Professional Development Collection  
Psychology and Behavioral Sciences Collection  
Race Relations Abstracts  
Regional Business News  
Religion and Philosophy Collection  
Research Starters  
Salud in Espanol  
Senior High Core Collection  
Serials Directory  
Teacher Reference Center  
TOPICsearch  
Vocational and Career Collection  
PrepSTEP

### Gale

Opposing Viewpoints  
Gale eBooks  
Literature Resource Center  
Testing and Education Reference Center

### Infobase

Ancient and Medieval History Online  
Infobase eBooks  
Films on Demand: Archival Films and Newsreels  
Films on Demand: Master Academic  
Films on Demand: Master Career and Technical  
Films on Demand: Nursing  
Issues and Controversies  
Modern World History Online  
Science Online

### Proquest

eBook Central  
SIRS

### Medcom Trainex

### Overdrive

# Library Resources Overview

## DATABASES OFFERED BY FORMAT

### Articles

Academic Search Complete  
Academic Search Premier  
AGRICOLA  
AltHealthWatch  
Ancient and Medieval History Online  
Bibliography of Native North Americans  
Biography Reference Center  
Business Source Complete  
Computer Source  
Consumer Health Complete  
Educational Administration Abstracts  
Environment Complete  
ERIC  
Garden, Landscape & Horticulture Literature Index  
Gender Studies  
GreenFILE  
Health Source: Nursing/Academic Edition  
Hospitality and Tourism Complete  
Humanities and International Complete  
Humanities Source  
Information Science and Technology Abstracts  
International Bibliography of Theatre and Dance  
Issues and Controversies  
Legal Collection  
LexiPals  
Library, Information Science and Technology Abstracts  
Literary Reference Center  
MAS Ultra  
MasterFILE Complete  
MasterFILE Premier  
Middle and Junior High Core Collection  
Modern World History Online  
Music Index  
Natural and Alternative Treatments  
Newspaper Source  
NoveList  
Open Dissertations  
Opposing Viewpoints

Points of View Reference Center  
Professional Development Collection  
Psychology and Behavioral Sciences Collection  
Race Relations Abstracts  
Regional Business News  
Religion and Philosophy Collection  
Research Starters  
Salud in Espanol  
Science Online  
Senior High Core Collection  
Serials Directory  
SIRS  
Teacher Reference Center  
TOPICsearch  
Vocational and Career Collection

### eBook/Audiobooks

Infobase eBooks  
Overdrive  
Proquest eBook Central  
Gale eBooks  
Book Collection: Nonfiction  
eBook Collection  
eBook Community College Collection  
Funk and Wagnalls  
History Reference Center

### Test Prep

Teaching and Educational Reference Center  
PrepSTEP  
Medcom Trainex

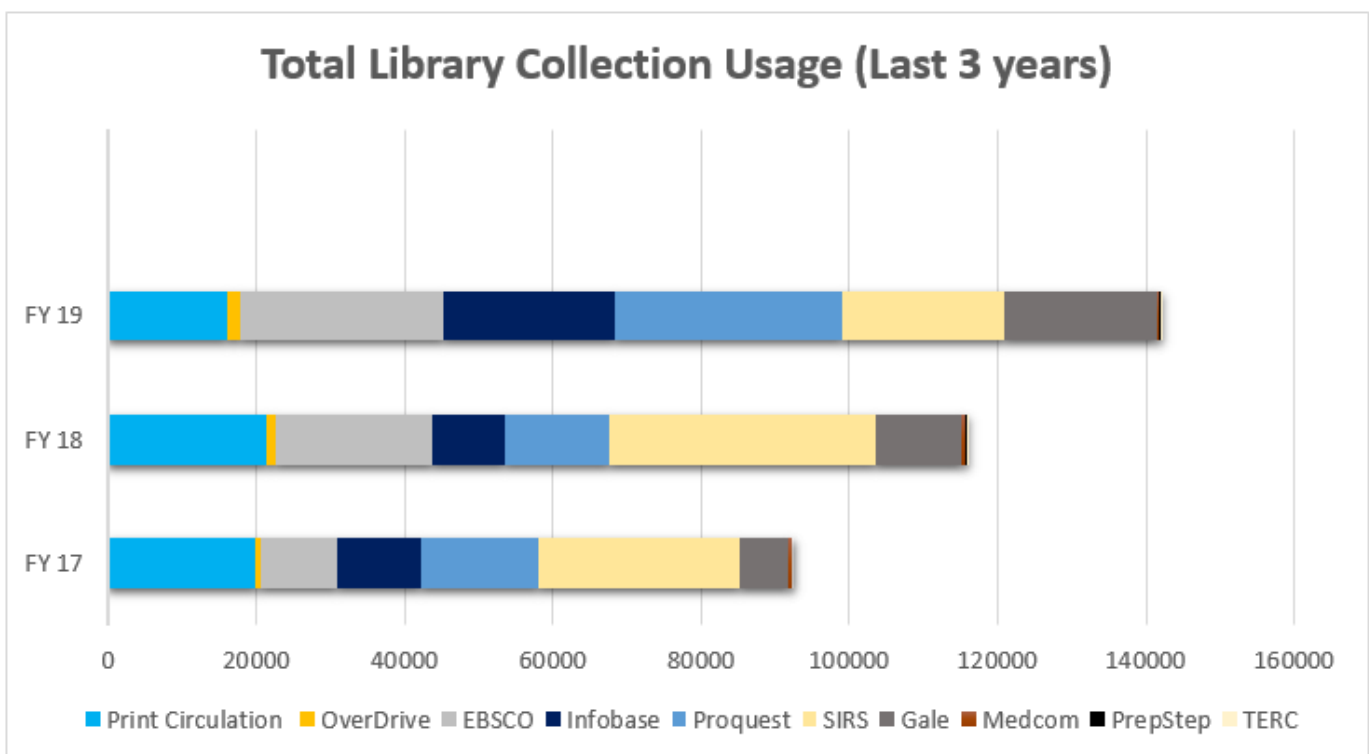
### Video

Films on Demand: Archival Films and Newsreels  
Films on Demand: Master Academic  
Films on Demand: Master Career and Technical  
Films on Demand: Nursing  
Medcom Trainex

# Library Resources Overview

## COLLECTION USAGE

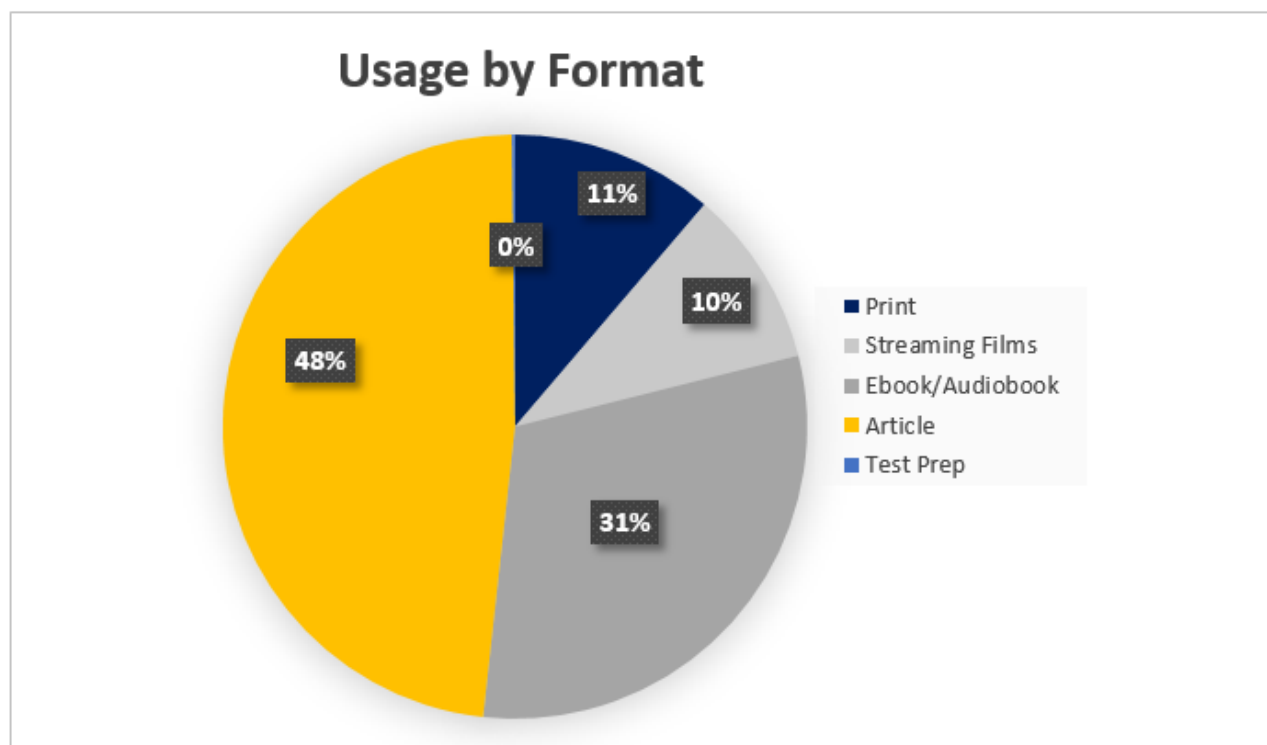
Despite print checkouts being down this year, the Library has seen a steady increase in usage of electronic resources. This increase likely comes in part due to the increase in library instruction reported in FY18 (It should be noted, however, that one vendor, Infobase, has reported an update to their usage reports as they previously were under counting usage and this also accounts for some of the increase). This instruction may have increased student and faculty awareness of our electronic resources. With 142,038 items used from either the print or electronic collection, there was a 23% increase in usage over FY18 and a 54% increase over FY17.



# Library Resources Overview

## COLLECTION USAGE

Here, usage for FY19 is broken down by format. Electronic periodicals (journal articles, newspapers, magazines, etc.) are the most used items in the collection with ebooks and audiobooks also making up a significant part of usage. Test Prep materials saw little usage and are represented by the 0% slice. Test Prep database subscriptions began in Spring FY17, and usage will be monitored as our promotion and outreach efforts for these materials increases.

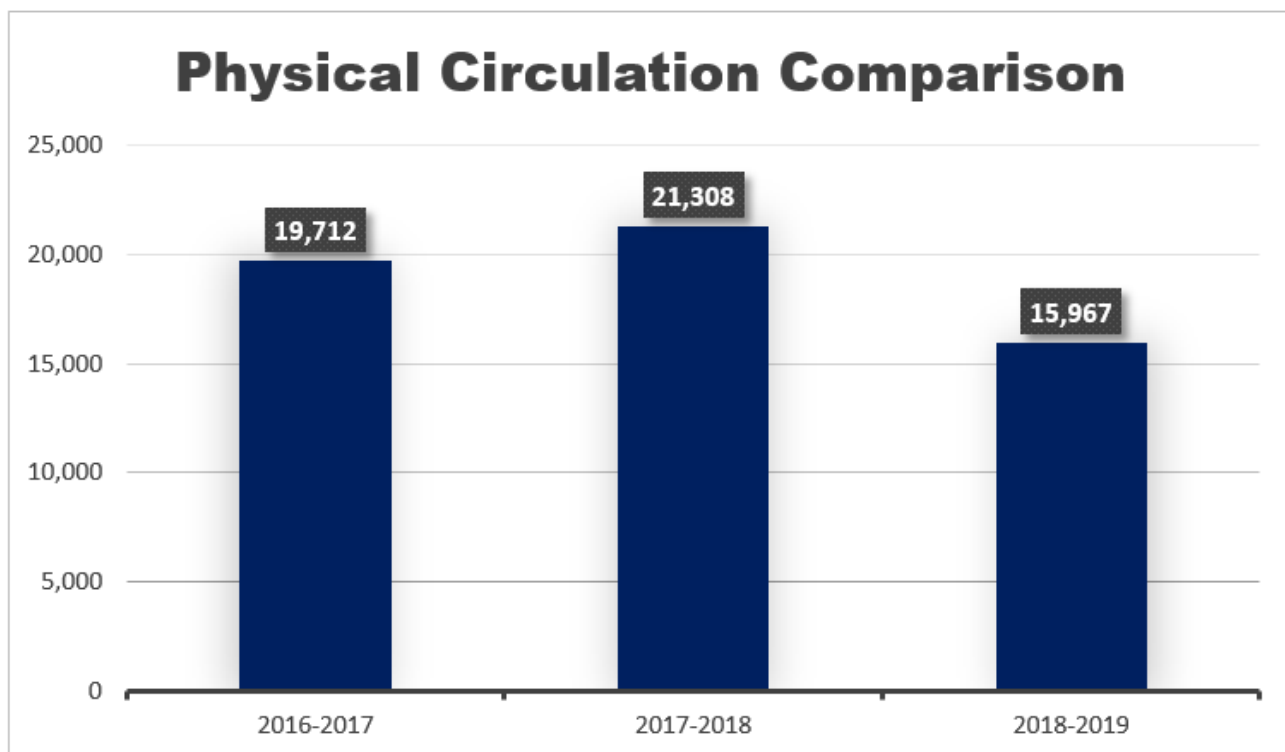


# Library Resources Overview

## PHYSICAL CIRCULATION

Physical circulation is made up of print and other physical items that are checked out in the library. This is primarily print books but could also be DVDs, graphic novels, or audiobooks. This number also includes interlibrary loan books (ILL). ILL resources typically are sent between the three MGCCC Libraries, though some may come from other libraries in the region, state, country, and potentially even internationally. Books that are requested on a regular basis are purchased for inclusion in the permanent collection. Additionally, the print collection remains the easiest way for the library to support special projects by the various programs and the institution, such as the inclusion of materials related to the QEP.

Circulation of print materials decreased in FY19 by 25% when compared to FY18 and 19% when compared to FY17.





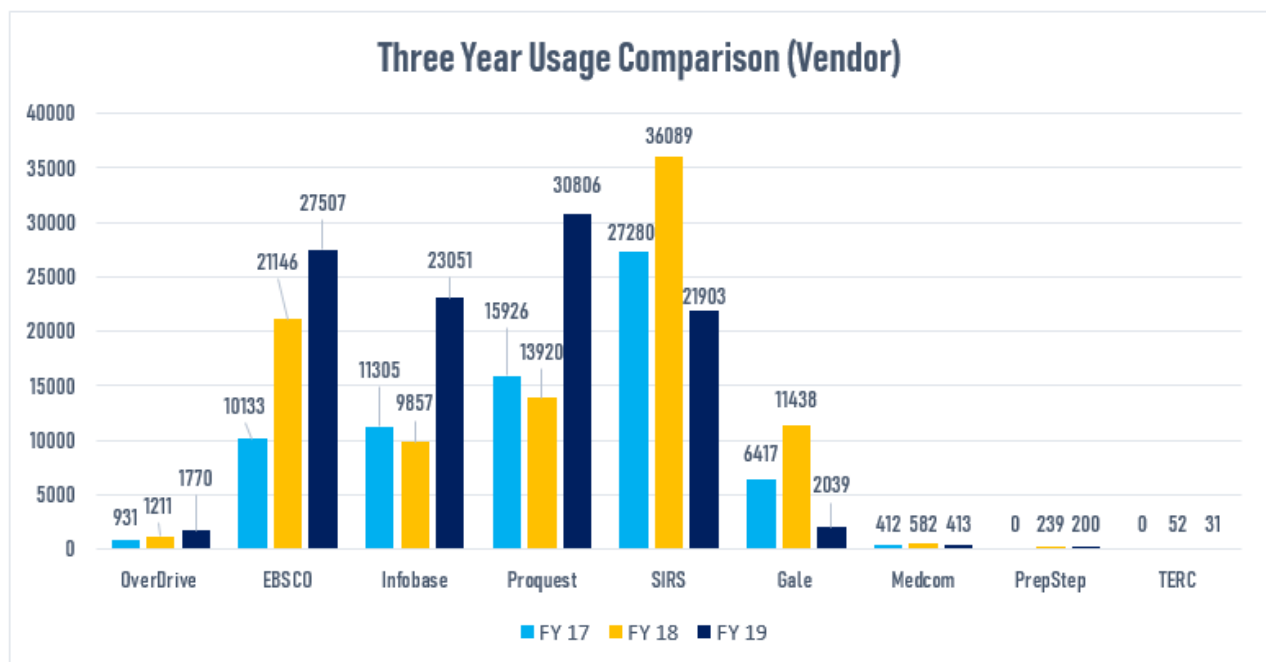
# Library Resources Overview

## ELECTRONIC CIRCULATION

The decrease in print circulation has been more than made up by an increase in electronic circulation. The three year usage numbers show that FY19 usage of electronic resources is up by 33% over FY18 and up 74% over FY17. Here, usage is broken down by vendor, but it should be noted that we subscribe to multiple collections from several of the vendors.

One area for improvement is in expanding use of these collections. The most clear example of this need comes from our EBSCO database usage. EBSCO databases account for 54 of the 72 databases we offer. However, in FY19 66% of EBSCO usage comes from only two databases. There is room for improvement here, and we will investigate ways to increase usage of the other EBSCO databases.

Also of note is that data for FY17 for PrepStep and TERC is not available due to subscriptions beginning that Spring. However, usage of these two databases has been much lower than others and the missing data would likely not change our usage statistics in a significant way.

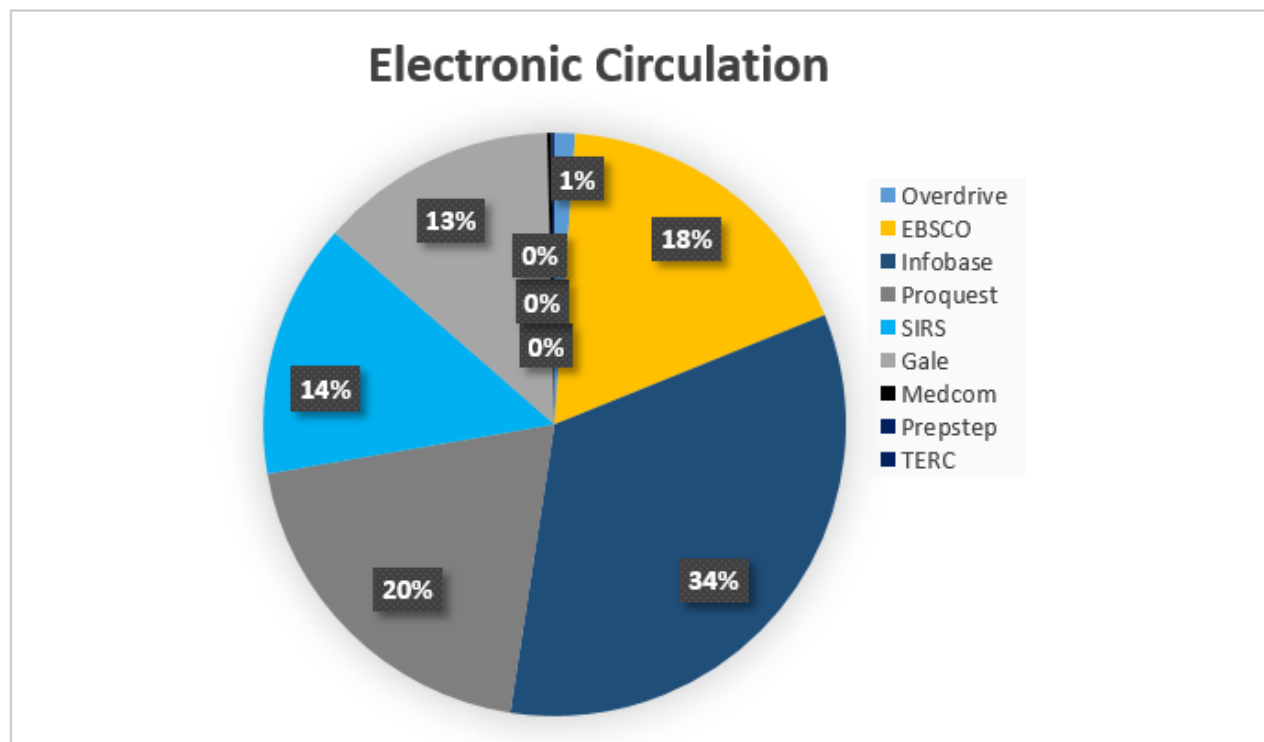


# Library Resources Overview

## ELECTRONIC CIRCULATION

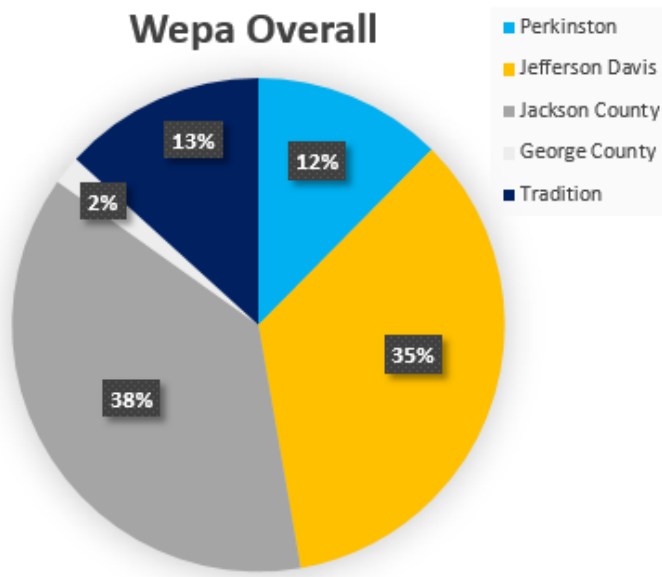
Our databases come from several different sources. Some are provided by the State of Mississippi through MAGNOLIA. Others are purchased by the consortium MELO. The remaining databases are directly subscribed to by MGCCC.

Of the 142,038 items that circulated in all library collections, 126,071 were electronic. Here usage is broken down by vendor for FY19 only. Medcom, PrepSTEP, and TERC are included in the three year comparison and represented less than 1% of usage and are therefore omitted from the graph (Please note that Medcom is available only to Nursing students and therefore usage will always be lower than other resources).



# WEPA Printing Overall

## PRINT JOBS



Wepa, overall at the college, has been a tremendous success with a overwhelming number of print jobs across all five locations hosting a Wepa printer. After reviewing FY19 statistics, there are improvements that can be made to make the locations and wait times for printing even more streamlined for our students. We have found, on our three major campuses, that the Wepa machines that are in the LRC do 80% of all the print jobs across the college. The numbers breakdown of this is 32,600 print jobs in the LRCs alone with a total of 40,780 college wide. This makes a great case for adding new machines to the LRCs on our commuter campuses or moving existing machines to where the higher traffic areas are located.

Campus	Print Jobs	Pages	Sheets
George County	768	4,513	3,856
Jackson County	15,331	81,407	68,137
Jefferson Davis	14,199	65,163	56,652
Perkinston	5,069	20,741	18,960
Tradition	5,413	33,509	30,395
	40,780	205,333	178,000

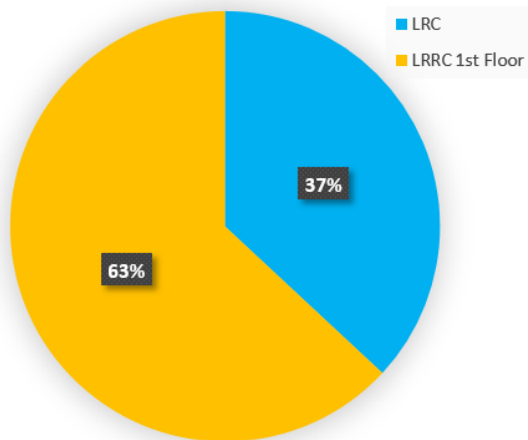
wēpa  
print away

Total pages means both the front and back side of a document. Sheets mean individual pieces of paper. So, printing a 10 page paper double sided would count as 10 total pages but only 5 total sheets.



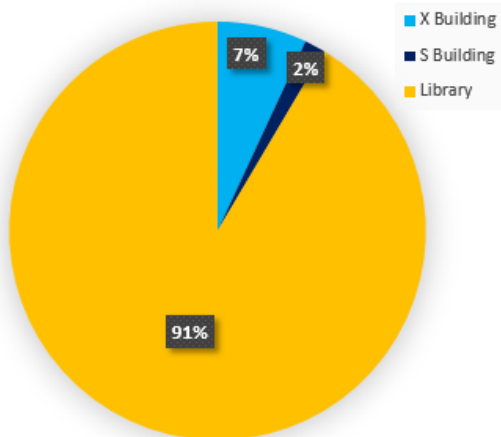
# WEPA Printing Per Campus

**Wepa - Jackson County**



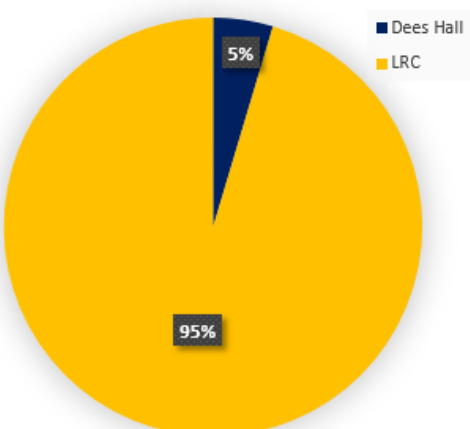
The Jackson County Campus has two Wepa machines that are both housed in the LRC. The machine that is located in the Learning Lab printed 63% with 9,669 print jobs and the other, which is on the 1st floor of the LRC, had 37% with 5,662 print jobs. It was found that there was a total of 15,331 print jobs for the JC campus.

**Wepa - Jefferson Davis**



The Jefferson Davis Campus has three Wepa machines. These are housed in the Library, X - building, and the S-building. We have found that the machines that are not housed in the LRC have produced less than 10% of the print jobs. These findings suggest we should move the S-building machine to the LRC Learning Lab. This would be a smart move in order to help with the traffic that is always at the library machine. In total, the JD campus produced 14,199 print jobs with 988 from the X-building, 224 from the S- building, and 12,987 from the library respectively.

**Wepa- Perkinson**



The Perkinson Campus has two Wepa machines. One is housed in the LRC and one in Dees Hall. The machine that is located in the LRC is responsible for 4,282 print jobs and Dees Hall had 787 print jobs.

The Bryant Center and the George County Campus also both have one Wepa machine. At George County 768 print jobs were completed, and at the Bryant Center 5,413 were completed.

# Library by Campus

## JACKSON COUNTY CAMPUS LIBRARY OVERVIEW

A student worker on the library staff described her experience at the Jackson County campus library: “I love working here. I look forward each day to communicating with the students and the librarians. We have a very close community.” Of course, communication and community is what libraries are all about.

At the JC campus, we focus on providing the very best library experience possible. Our new Learning Resources Assistant Dean, Melissa Davis, has contagious enthusiasm and the drive to make a difference in students’ educational experience.

Over 2,400 physical books were checked out last school year from our collection of over 45,000, but that represents a fraction of the services we provide. We now have three private study rooms for individuals or groups, an increased selection of audio and e-books, a virtual reality system, an enhanced “Z-space” system, and, of course, some of the most highly skilled librarians anywhere.

Dr. Gwendolyn Carter has presented in numerous venues, including the Mississippi Communication Association Conference. Mr. Timothy Koehn, our historian, has offered sessions on Civil War legacies and on the depths of historical wealth in Branson, Missouri. Both of our librarians actively pursue continued professional growth and education and personally have conducted research orientations to over 2,300 students.

This coming year, we are excited to host the nationally acclaimed Frankenstein travelling exhibit, based on Mary Shelley’s landmark work. The JC library is certainly “In the Blue!”

### **Personnel 2018- 2019**

**Melissa Davis - Assistant Dean LRC**

**Johanna Martin - Administrative Assistant**

**Gwendolyn Martin - Librarian**

**Tim Koehn - Librarian**

**Ann McGraw - Librarian (Adjunct)**

**Cindy Wilson - Librarian (Adjunct)**



# Library by Campus

## JACKSON COUNTY CAMPUS FY20 IMPROVEMENTS

### **Interactive lab:**

We plan to create an area for students, staff, and faculty to come utilize the virtual and augmented reality systems we have available.

### **Mobile Computer Lab:**

The learning lab will offer a mobile computer lab. The instructors can bring their students to the interactive lab to utilize the mobile computer lab or transport the mobile lab to their classroom. The mobile computer lab will allow the instructors the opportunity to conduct classroom instruction or tests in the learning lab. We are excited about this addition because we feel this will allow students who have been reluctant in the past to come to the learning lab to have the opportunity to see the many resources there are to offer.

### **Smart Board and White Board Installation:**

The library and learning lab will install white boards for student use. In addition to the white boards, the learning lab will install a Smart board in the math area for the learning lab instructors and students to utilize. We predict the boards will be a major attraction to students.

# Library by Campus

## JEFFERSON DAVIS CAMPUS LIBRARY OVERVIEW

The JD Library went through many changes in FY19. Assistant Dean of Learning Resources, Nancy Wilcox, retired in December, and Librarian Kristin Barnett resigned in June. The Assistant Dean position was filled in March by Adrienne McPhaul. In the midst of these changes, the Media Services department was moved out of the LRC and into Hospitality Resort Management, with the library maintaining continuity for existing media services during the transition. With 91% of print jobs on campus happening in the library and 5,648 items in the physical collection checked out, the evidence clearly shows that the library has worked hard to continue to offer excellent services.

Library services do not live in the library alone, though. Librarians taught 636 students in 34 classes last year. Library instruction remains an important service that positions the librarians as the best resource available to students in need of research assistance. In addition to instruction, the Library has worked to build strong relationships with various stakeholders on campus by offering space in the library for displays, participating in campus events, and hosting our own events. Some of these include:

- offering salvaged books for the PTK Book Sale
- displaying student artwork
- promoting various social and cultural topics like breast cancer awareness, prostate cancer awareness, and Black History Month
- acting as judges for the posters at Honors Forum
- hosting an ice cream social for Language Arts Faculty
- librarian Shake DeLozier working with the University of Southern Mississippi to organize the 2018 Science Bootcamp for Librarians, Southeast, a regional conference event that brought together librarians, vendors, scientists, STEM educators, and volunteers to network and discuss current science research.

### Personnel 2018-2019

Adrienne McPhaul- Assistant Dean LRC  
Kerry Ladnier - Administrative Assistant  
Kristin Barnett - Librarian  
Shake DeLozier - Librarian  
Maggie Altman - Librarian (adjunct)  
Mary Dee Benton - Librarian (adjunct)  
Sherry Nave - Librarian (adjunct)

# Library by Campus

## JEFFERSON DAVIS CAMPUS FY20 IMPROVEMENTS

In an effort to better assess the use of the physical space and services offered in the library, JD Library plans to make a few changes in the next fiscal year.

### **Track Reference Statistics**

By using a simple form to tally when we answer a question, what type of question we have answered, where we answered it, and how long it took to answer, better decisions can be made regarding staffing levels and student worker needs.

### **Hourly Head Counts**

By counting the number of people in the library at routine intervals, we can better understand peak usage times and make scheduling decisions with that data.

### **Promote Research Appointments**

Scheduled Research Appointments will be actively promoted for the first time. While this is not a new service, it will help shift campus thinking about the role of librarians from "keepers of the books" to "research experts" much in the same way that Learning Lab instructors are seen as experts in their fields.

### **Promote Virtual Reality**

This has been underutilized at this campus, so efforts will be made to better promote the VR system.

# Library by Campus

## PERKINSTON CAMPUS LIBRARY OVERVIEW

The FY19 academic year was a very successful year at the Perkinson Library. Librarians conducted a total of 102 class orientations with 1753 students in attendance, in addition to 26 workshops covering a wide variety of library resources, and over 6,300 print items were checked out by staff and students. Librarians and staff were awarded an Innovators Grant, which was used to fund the Listenwise program for some of the campus World Civilizations students. The program was utilized to improve student listening skills in the classroom. Librarians also coordinated two Science Cafés, Polypharmacy and Pellagra, sponsored a joint library program with University of Southern Mississippi Libraries for honors and Phi Theta Kappa Honor Society seniors, and hosted a Virtual Reality competition for students. A wide variety of displays were created, ranging from Women's History Month to Honoring our Veterans: Past and Present.

Each of the librarians also conducted Employee Development Presentation sessions at the Perkinson Campus and George County Center. All three were honored as Master EDP Facilitators. A large portion of the academic year was spent working on the college SACSCOC Report for the Library. Assistant Dean Vanessa Ritchie was the co-chair for this portion of the SACSCOC Report and both Mrs. Shugana Williams and Ms. Laura Savage served on the committee.

Librarians at the Perkinson Campus have a wide range of duties aside from those listed above. Some of these duties include: one on one instruction/assistance for faculty, staff, and students; hiring committees; Learning Resources Council; Reading Program volunteers at the local elementary schools; all campus events such as Festival of Lights and Trick-or-treat; collection development (both purchasing and removing books from the collection); creating online tutorials for databases; and outreach to students and faculty. The Perkinson Library is open a total of 64 hours a week and a librarian is always available during those hours.

### **Personnel**

**Vanessa Ritchie - Assistant Dean LRC**

**Blake Miller - Admin Assistant**

**Laura Savage - Librarian**

**Shugana Williams - Librarian**

**Valerie Bonner - Technical Services Librarian**

**Elaine Bond - Librarian (Adjunct)**

**Rhonda Tynes - Librarian (Adjunct)**

**Nick Fint - Media Services Technician**

# Library by Campus

## PERKINSTON CAMPUS FY20 IMPROVEMENTS

### **Track Reference Statistics and Complete an Hourly Head Count**

We will be tracking the number of reference transactions and the number of students utilizing the LRC. This will be used to determine the student worker schedule only. Librarian hours are set due to the number of hours we are open and our level of staffing.

### **Target Specific Populations**

We will be targeting specific populations, such as students taking English 101 and History courses, for scheduled research hours in the library. We will partner with instructors to promote this to students.

### **Outreach to the athletic teams**

We will increase outreach to our athletic teams and assessment of their needs to determine what workshops would best serve our student athletes.

### **Community Outreach**

We will continue offering programs such as Science Cafes, Reading programs, and working collaboratively with other libraries such as University of Southern Mississippi Libraries to reach our broader community.



# Media Services by Campus

## JACKSON COUNTY CAMPUS

The duties of the Event and Media (EV) Specialist are to service the audio and visual technical needs of the campus. This includes, but is not limited to, the upkeep and maintenance of projector and hardware peripherals. Instructors often seek advice on integrating new technologies and software to enhance the learning experience and the specialist must be prepared to offer assistance. The specialist often assists with film projects and media production for both their home campus and the entire college.

Events are a major component of the college experience, and the audio and visual needs of those events are the responsibility of the EV Specialist. Examples are managing sound systems, lighting, and media during those events. The events hosted on campus are not only internal, so the Specialist works with clients ranging from Ingalls to the local Rotary Club and other organizations that often visit our campuses.

The Specialist is expected to be flexible and to coordinate several different functions, and in doing so, must remain trained in all areas concerning his responsibilities as well as being able to learn quickly. Time must be devoted to online training and research to gain abilities to best serve the campus and the college each day.

The college makes every effort to provide the best equipment for the EV Specialist, who must also manage and maintain the inventory in his or her department and request updates as needed.

# Media Services by Campus

## PERKINSTON CAMPUS

The Media Services Technician had a very busy year providing media setups for all campus events such as football games, Festival of Lights, board meetings, and campus meetings.

Mr. Nick Fint, our Media Technician, does an excellent job ensuring that faculty, staff, and student media needs are all met in a timely and professional manner. He repairs or replaces all inoperable media equipment, and he researches all new equipment needs.

Last year there were no major media expenditures. The primary items purchased last academic year include: a sound mixer for student events, wireless microphones, an audio recorder, and a new portable amplified lectern for student and staff events.

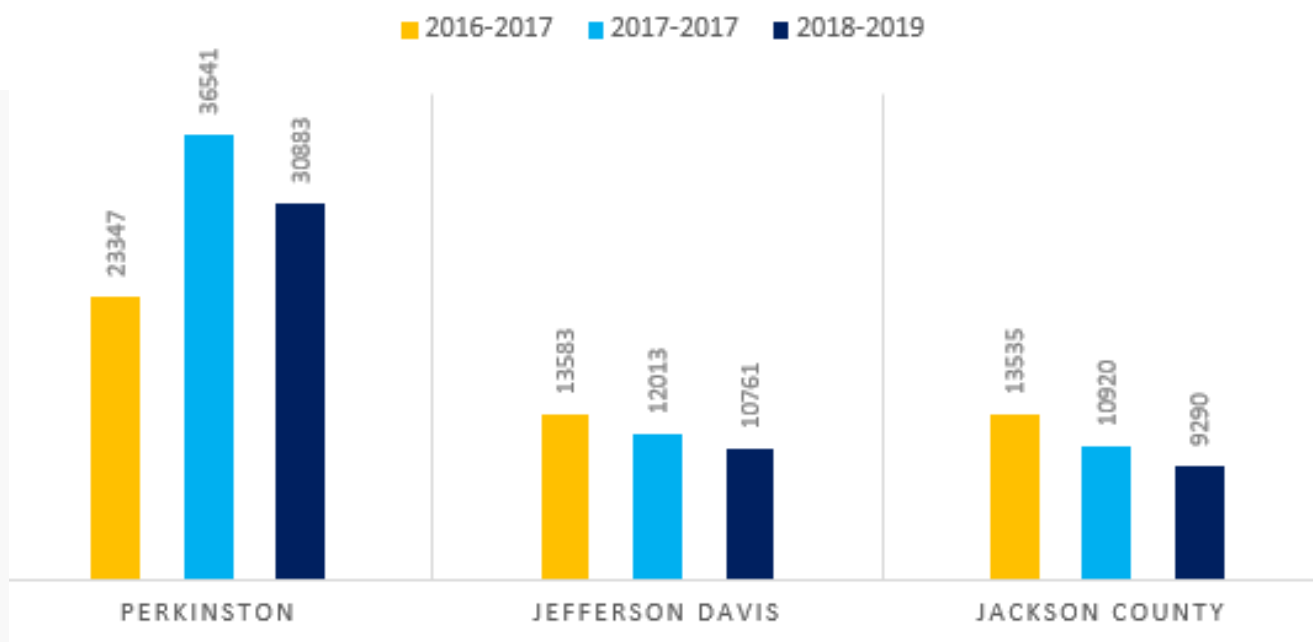
# LEARNING LAB USAGE

## COLLEGE-WIDE

The Learning Lab is a center within the LRC that serves as a tutoring and resources center for our students. At MGCCC, we have three Learning Labs housed at our three main campuses: Jackson County, Jefferson Davis, and Perkinston. Together, they served over 4,628 students in roughly 51,000 visits during FY19. Clocking just over 56,000 hours, we serve our students primarily in the areas of Math, Science, and Writing, as well as providing computer labs, and some tutoring for specialty courses on certain campuses as needed. A wide variety of students use our facilities for our excellent tutoring and for our many resources that help make subjects easier to understand.



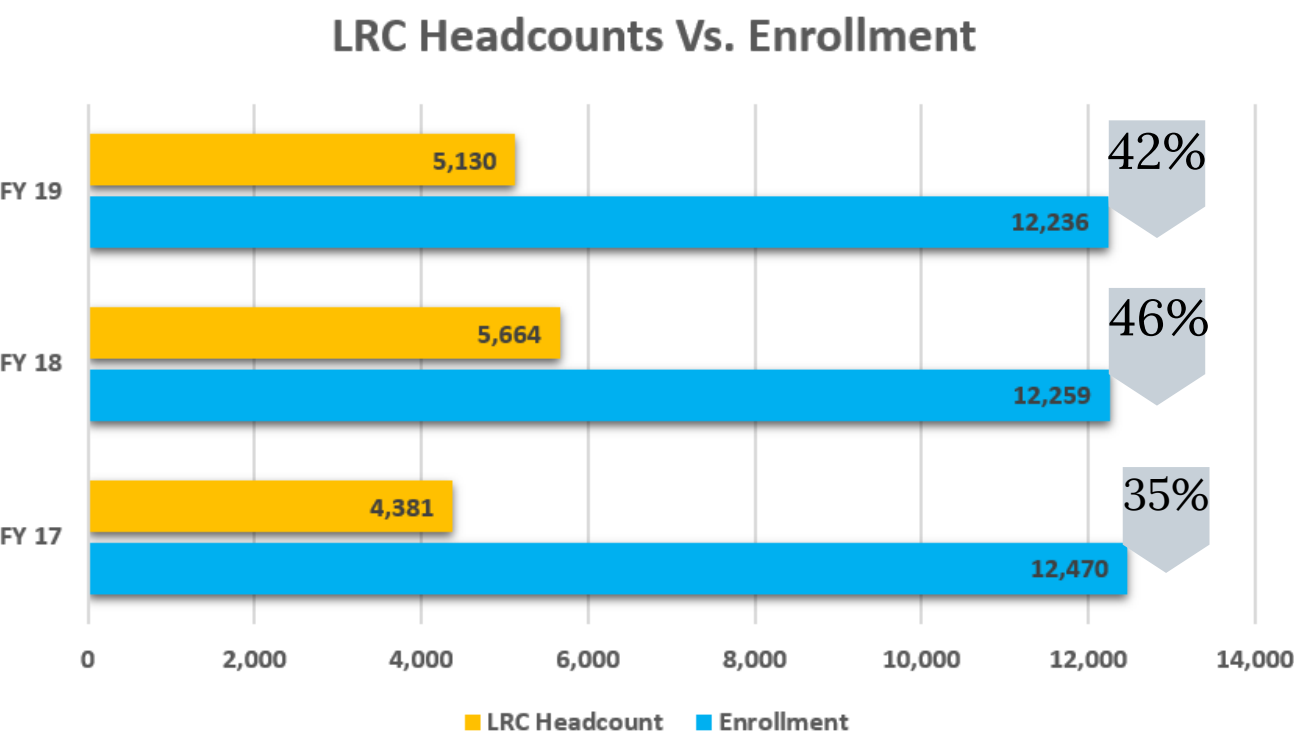
### LEARNING LAB USAGE COMPARISON (VISITS)



# LEARNING LAB USAGE

## COLLEGE-WIDE

College-wide, the campus Learning Labs effectively served 42% of our student population in FY19. This is a slight decrease from FY18 and may be correlated with a decrease in enrollment. Statistics show, however, that there are populations, both college-wide and campus specific, that are not being reached effectively.



# LEARNING LAB USAGE

## COLLEGE-WIDE

### Orientations

PK 129  
JD 195  
JC 39

### Workshops

PK 54  
JD 60  
JC 28

Orientations & Workshops are given each semester to promote Learning Lab services and to address specific learning needs. Orientations are given at the beginning of each semester to familiarize both new and returning students with information about lab resources and offerings. These are offered in the classroom, in the lab, and online. Instructors also work closely with teaching faculty in order to create curriculum-based workshops to address student needs, targeting areas where students, as a whole, needs extra instruction helps insure student success.

When students sign in to use the lab, they choose a subject area or reason for visiting the lab, and this is logged as a visit. The actual hours students spend in the lab are counted when students sign out, with a no sign-out defaulting to one hour. Encouraging sign-outs to record accurate hours will be an ongoing effort across the Learning Labs in the next year and after.

## College-Wide Visits Served

Subject	Jackson County	Jefferson Davis	Perkinston
Nursing Reading	84	121	467
Math Lab	774	2,718	4,344
Computer Lab	2,038	477	10,815
Science Lab	544	3,463	10,401
Computer Basic Lab	1,219		
Spanish Lab	41	-	418
Writing Lab	691	983	4,188
Self-Study	3,725	2,903	-
Accounting Lab	59	21	250
Study Skills	115	105	-
	9,290 Visits	10,791 Visits	30,883 Visits

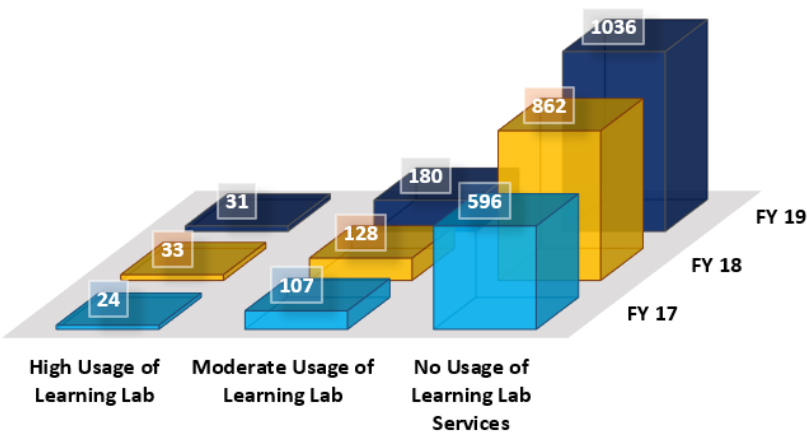
Subject	Jackson County	Jefferson Davis	Perkinston
Nursing Reading	92.38	137.18	668.09
Math Lab	859.12	3,109.93	5,069.84
Computer Lab	2,215.59	479.92	11,541.36
Science Lab	566.46	4,109.07	10,885.30
Computer Basic Lab	1,371.73	-	-
Spanish Lab	40.06	-	517.05
Writing Lab	745.51	1,005.90	4,634.25
Self-Study	4,097.55	3,331.79	-
Accounting Lab	66.86	18.61	278.01
Study Skills	122.89	104.30	-
	10,178.15 Hours	12,296.70 Hours	33,593.91 Hours

## College-Wide Area Hours

# LEARNING LAB AGE BREAKDOWN COLLEGE-WIDE

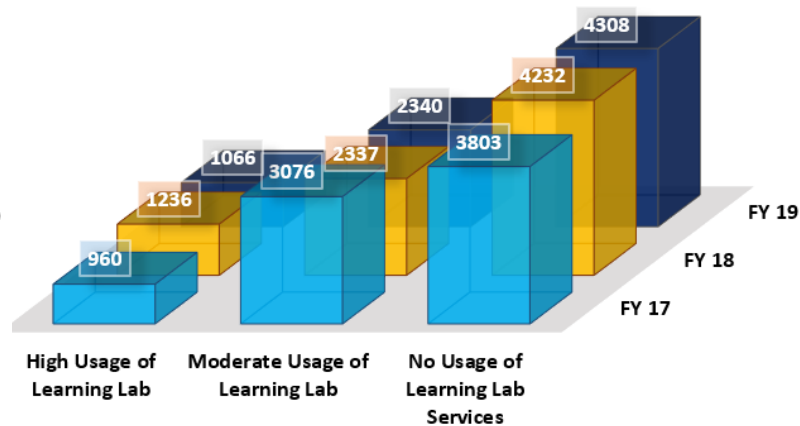
## UNDER 18

FY 17 FY 18 FY 19



## 18-24 YRS

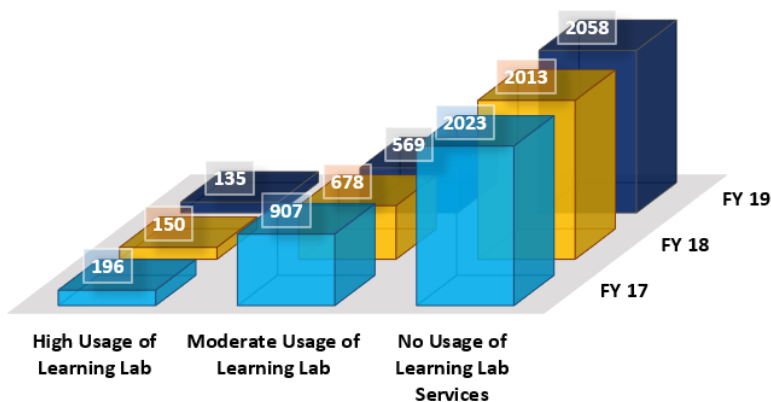
FY 17 FY 18 FY 19



**High Usage**  
9 or more visits  
**Moderate Usage**  
less than 9 visits

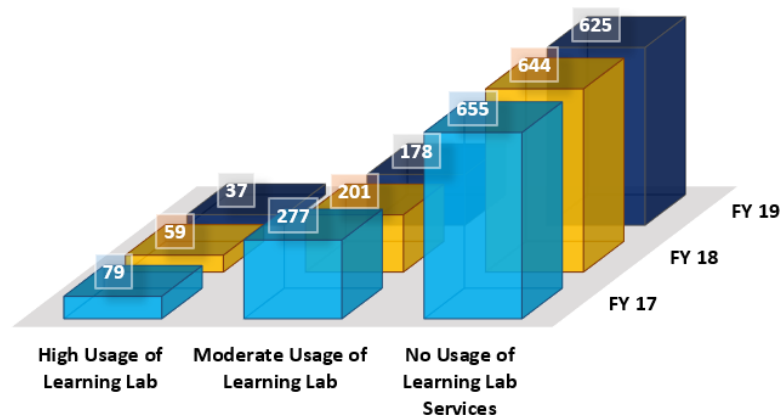
## 25-39 YRS

FY 17 FY 18 FY 19



## 40 & ABOVE

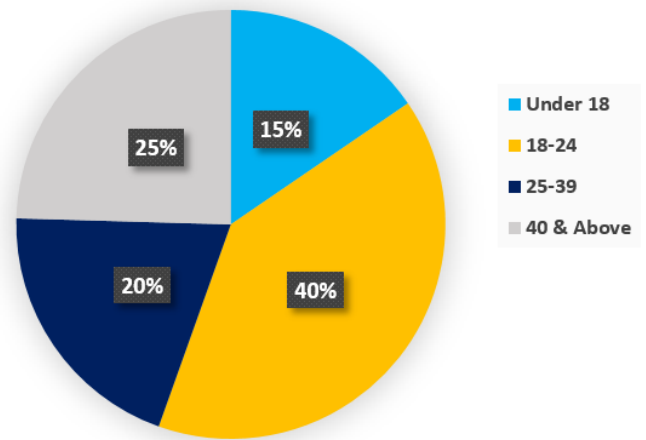
FY 17 FY 18 FY 19



## LEARNING LAB AGE BREAKDOWN COLLEGE-WIDE

College-wide, we served 42% of our enrolled students in FY19. The average age range within our system is 40% 18-24, 25% 40 & Above, 20% 25-39, and 15% Under 18. This breakdown is a little different than our campus breakdown due to the environmental factors and offerings of each campus. This does show that we need to continue to promote our resources to those who are not using the LRC, specifically the Dual Credit students and our 25-39 age range.

**Average Age:  
Usage Learning Lab FY 19**



## LEARNING LAB GPA BREAKDOWN COLLEGE WIDE

*College Wide GPA*

<b>FY 2019</b>	2.93
<b>FY 2018</b>	2.94
<b>FY 2017</b>	2.91

*Jackson County GPA*

<b>FY 2019</b>	2.99
<b>FY 2018</b>	2.99
<b>FY 2017</b>	2.99

*Jefferson Davis GPA*

<b>FY 2019</b>	2.85
<b>FY 2018</b>	2.86
<b>FY 2017</b>	2.83

*Perkinston GPA*

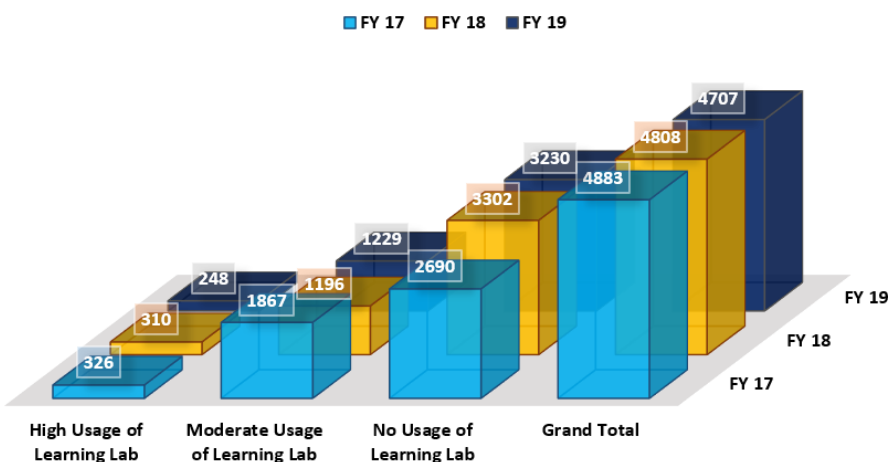
<b>FY 2019</b>	2.85
<b>FY 2018</b>	2.93
<b>FY 2017</b>	2.91



## LEARNING LAB USAGE JACKSON COUNTY CAMPUS

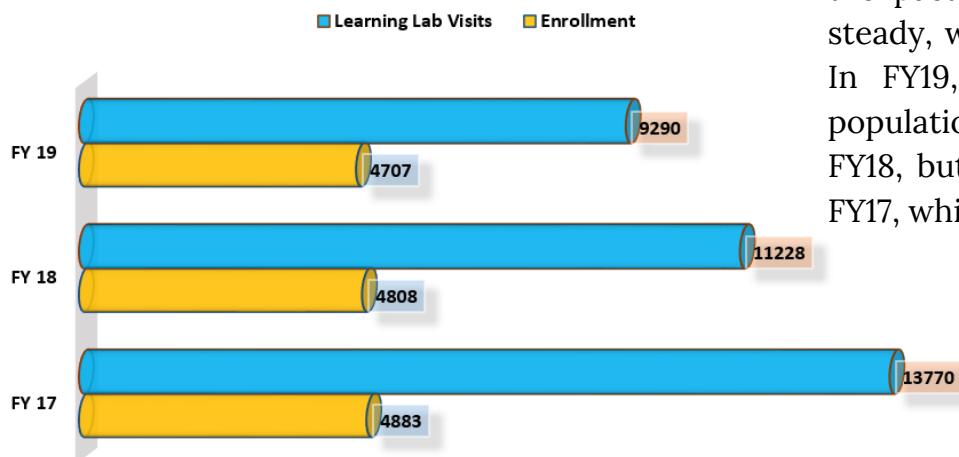
On our Jackson County Campus, we serve students in the areas of Math, Science, and English with full time instructors and adjunct instructors. We offer one on one instruction in these areas as well as self-study and computer usage. Over FY19, our lab served unique individuals with over 9,290 visits and over 10,178 hours. We offer tutoring in Math, Science, and Writing individually and through group tutoring. We also offer specialized software for our business department and help with test proctoring when needed. Our lab is a unique space that allows students to talk, study, and plan to be successful in all their classes.

### JC DISTINCT STUDENT VS LEARNING LAB USAGE



*High Usage – 9 or more visits  
Moderate Usage – less than 9 visits*

### JC ENROLLMENT VS. VISITS



In our Jackson County Learning Lab, over the past three years, enrollment has been steady, which has kept our numbers steady. In FY19, we served 31% of our campus population. This matches numbers from FY18, but both years show a decrease from FY17, which was at 45%.

#### Personnel

Melissa Davis - Assistant Dean LRC  
Genetris Byrd - Administrative Assistant

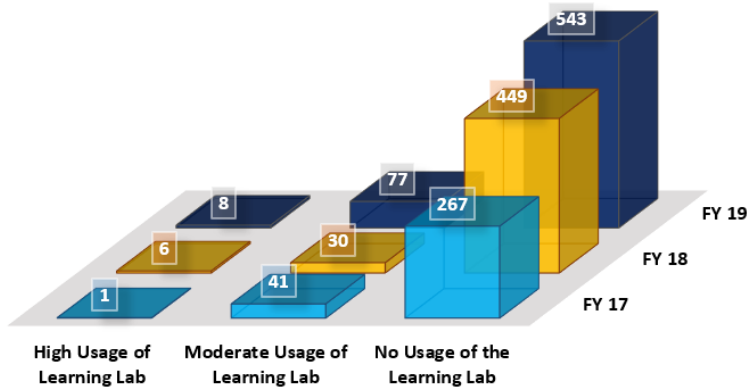
Dr. Kristin Luery - Math Instructor	Kelsey Stewart - Math Instructor
Diane Ehrman- Science Instructor	Ivan Phillipoff - Writing Instructor
Kimberly Martin - Math (Adjunct)	Rick Jordan - Writing (Adjunct)
Tara Garriga - Writing (Adjunct)	Rachel Rice - Writing (Adjunct)
Blake Thompson - Science (Adjunct)	Megan Brick - Science (Adjunct)

With an average of 4800 students enrolled on the Jackson County Campus in the last three fiscal years and with 31% of these students using the facility, we clocked 9,290 visits total. This 31% is about 1,460 students, leaving 69% (3,247 students) unserved. This could be due to many factors, but we plan to increase outreach efforts and continue to monitor the situation.

## LEARNING LAB AGE BREAKDOWN JACKSON COUNTY

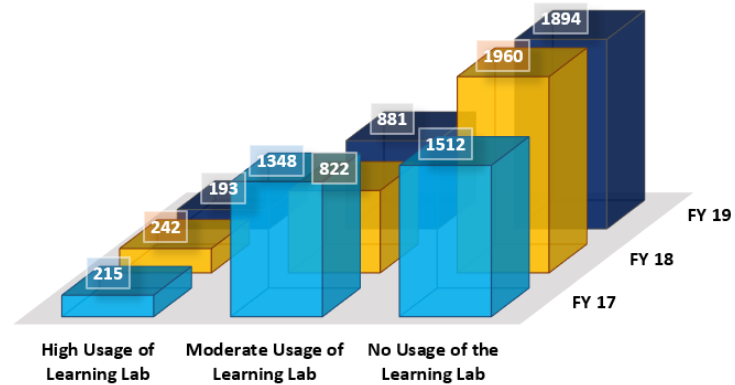
### UNDER 18

FY 17 FY 18 FY 19



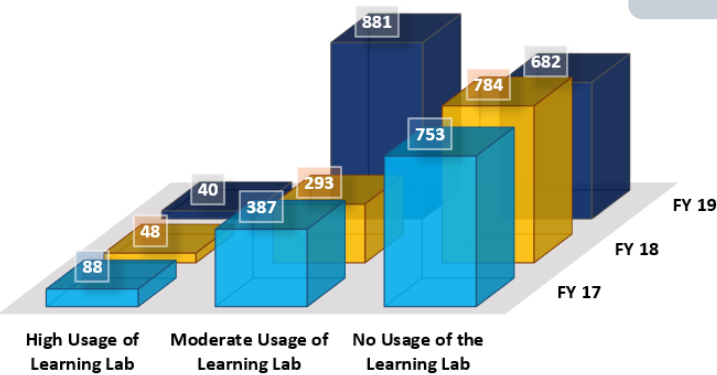
### 18-24 YEARS

FY 17 FY 18 FY 19



### 25-39 YEARS

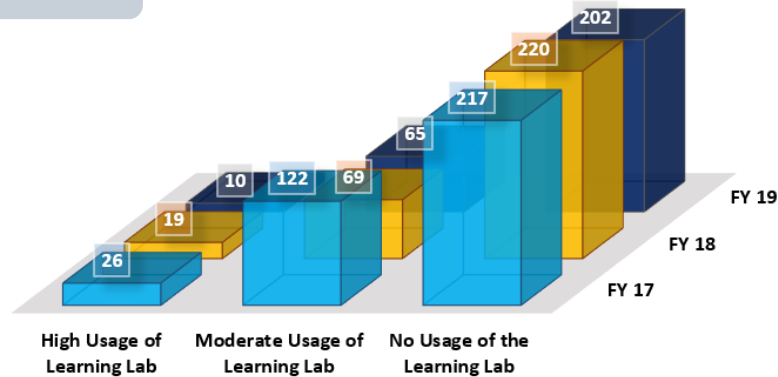
FY 17 FY 18 FY 19



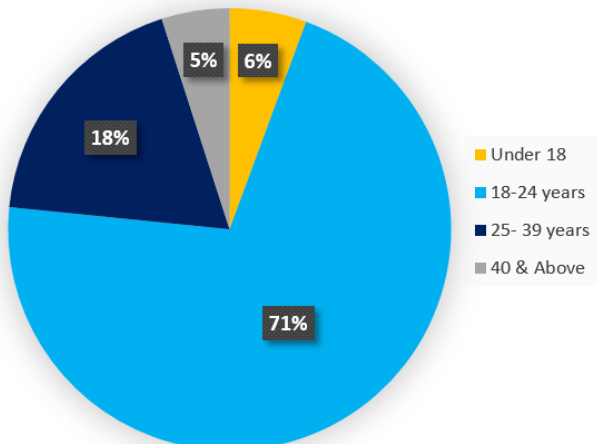
**High Usage**  
9 or more visits  
**Moderate Usage**  
less than 9 visits

### 40 & ABOVE

FY 17 FY 18 FY 19



### JC Learning Lab Average Age

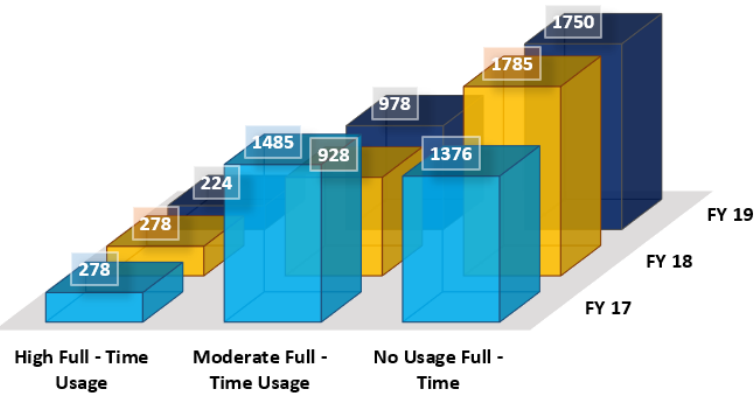


71% of our Jackson County Lab visitors are in the age range of 18-24 years, with the 25-39 age range coming in at 18%. Despite being the highest users of the Learning Lab, the numbers in these categories for No Usage would indicate efforts should be made to target these populations with more outreach.

# LEARNING LAB USAGE PART-TIME VS. FULL-TIME JACKSON COUNTY

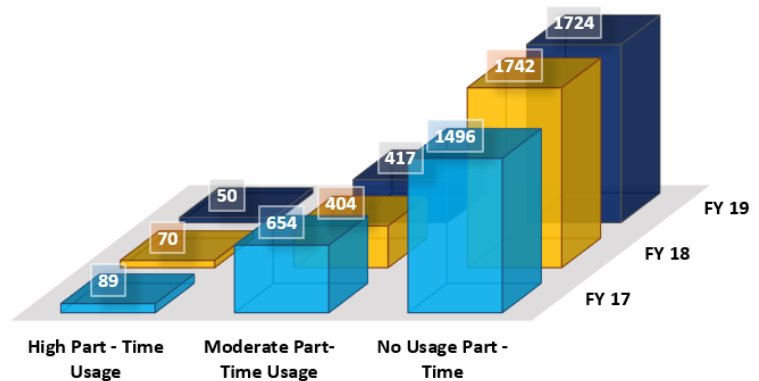
## JACKSON COUNTY FULL-TIME USAGE

FY 17 FY 18 FY 19



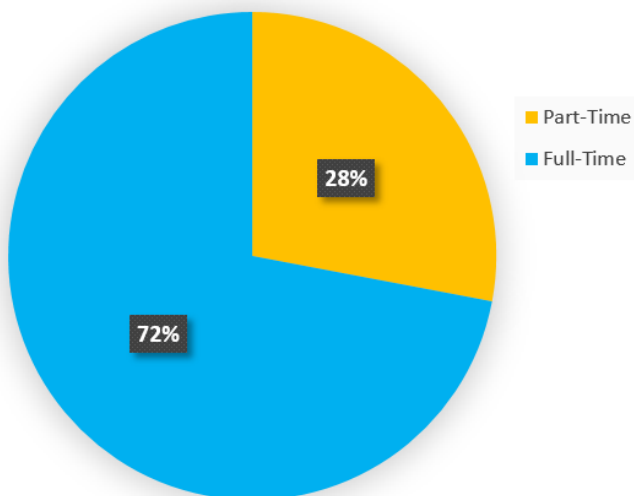
## JACKSON COUNTY PART-TIME USAGE

FY 17 FY 18 FY 19



**High Usage**  
9 or more visits  
**Moderate Usage**  
less than 9 visits

## JC Part-Time Vs. Full-Time FY 19



When analyzing the difference between Part-time and Full-time usage, it is obvious our Full-time students are using our lab more frequently. However, about the same number of students in each category have no usage at all. This would indicate that we need to increase outreach to all of our student population.

## Jackson County Learning Lab FY20 Improvements

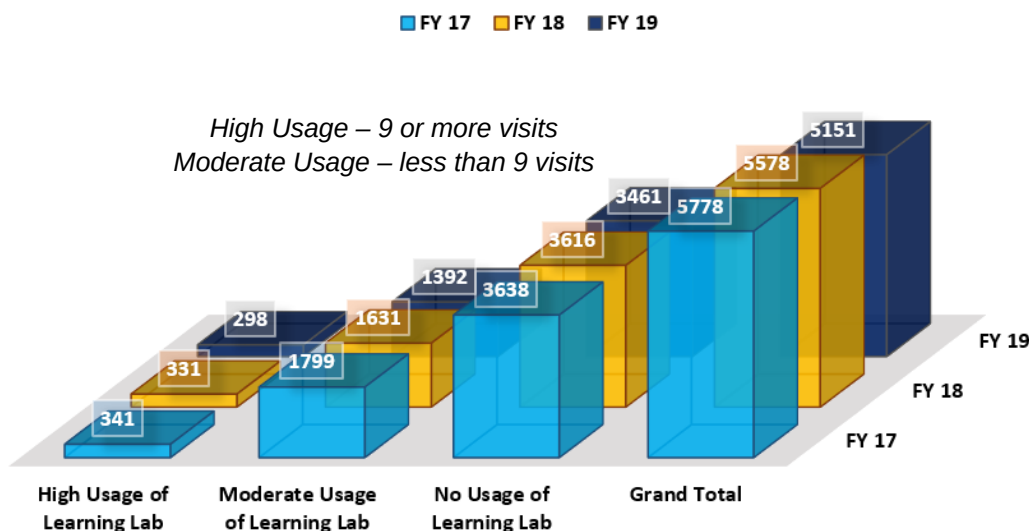
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The Jackson County Learning lab plans to create an interactive lab for students and instructors to use. The interactive area will house 30 laptop computers, a Z-space augmented reality system, a virtual reality system, and a Smart projector. Instructors will be encouraged to bring classes into the area to complete tests, labs and activities.

In addition to the interactive lab, the OPAC office skills practice test software will be installed on four of the computers in the learning lab to assist students in preparing for the OPAC. Students will no longer be bound by the office hours of their instructors. The practice test will be available from open to close five days a week.

# LEARNING LAB USAGE JEFFERSON DAVIS

## JD DISTINCT STUDENT VS LEARNING LAB USAGE



On our Jefferson Davis Campus, we serve students in the areas of Math, Science, and Writing, with full time instructors and resources such as equipment, models, and handouts. We offer one-on-one instruction in these areas as well as self-study and computer usage. Over FY19, our lab served 1,663 unique individuals with over 10,791 visits and over 12,297 hours.

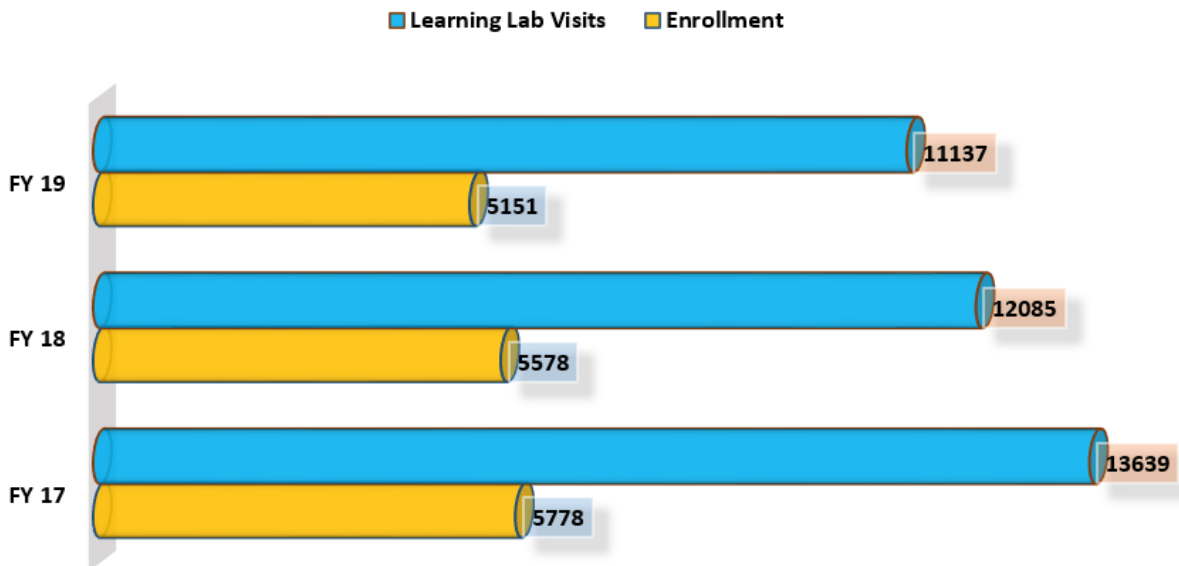
Looking at our SIRSI system reports, we had 1,178 checkouts with 632 being general equipment and 546 being our models. These resources are important to our students in order to have hands-on experiences outside of the classroom. Within our equipment offerings, we have student laptops, solutions manuals, supplementary books, microscope slides, lab sets, and a microscope.

### Personnel

Adrienne McPhaul - Assistant Dean LRC  
 Joy Smith - Administrative Assistant  
 Tracey Gillespie - Math Instructor  
 Bambi Wilkinson - Math Instructor  
 Jana Ball - Science Instructor  
 Ashley Tibbs - Writing Instructor  
 Bob Crabtree - Writing (Adjunct)  
 Jessica Price - Science (Adjunct)  
 Renee Hill - Science (Adjunct)  
 Linda Parrott - Science (Adjunct)

# LEARNING LAB USAGE JEFFERSON DAVIS

## JD ENROLLMENT VS. VISITS

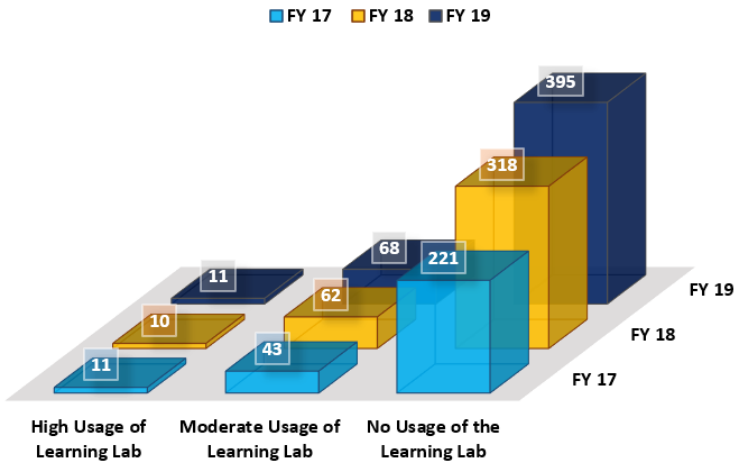


In our Jefferson Davis Lab, over the past three years, enrollment has been steady, which has kept our numbers steady. In FY19 we served 33% of our campus population. This shows a slight decline from 35% in FY18 and from 37% in FY17. This could be due to many factors, but one we have identified is the need to increase monitoring for students signing in and out. We are making efforts to increase the accuracy of our data in the next year.

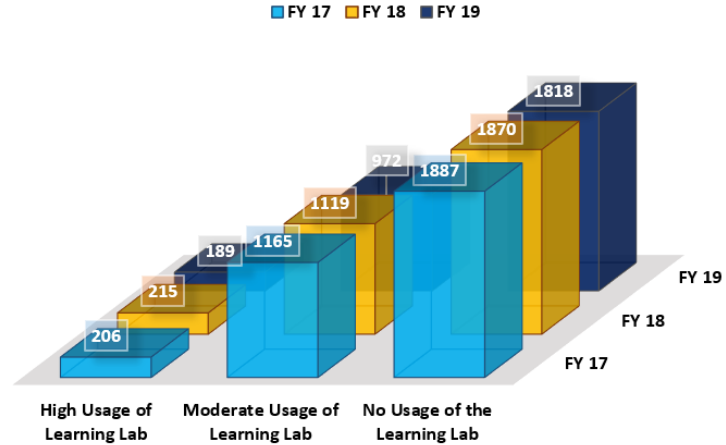
With an average of 5500 students enrolled on the Jefferson Davis Campus in the last three fiscal years and 33% of these students using our facility, we clocked 10,791 visits total. This 33% is about 1700 students, leaving 67% (3,451 students) unserved. We plan to address this by increasing outreach for all student populations.

## LEARNING LAB AGE BREAKDOWN JEFFERSON DAVIS

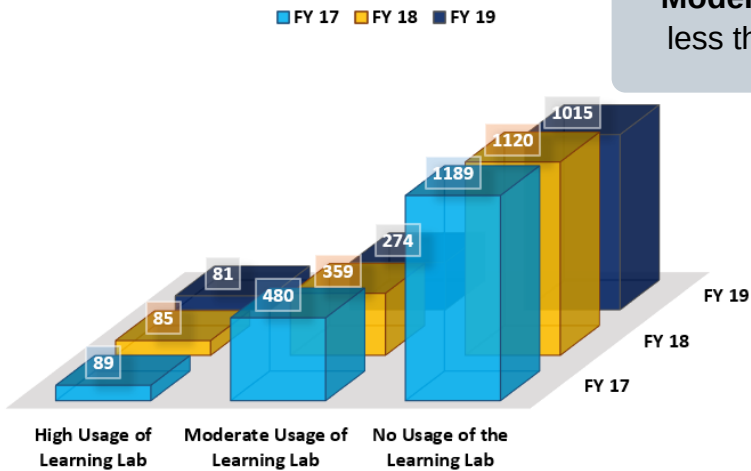
### UNDER 18



### 18-24 YEARS

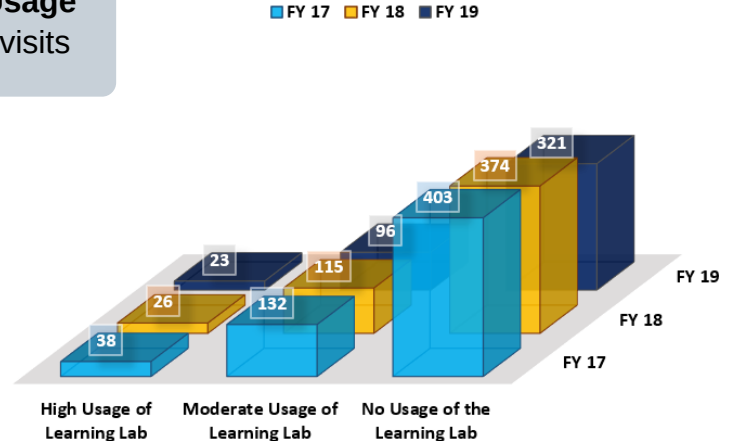


### 25-39 YEARS

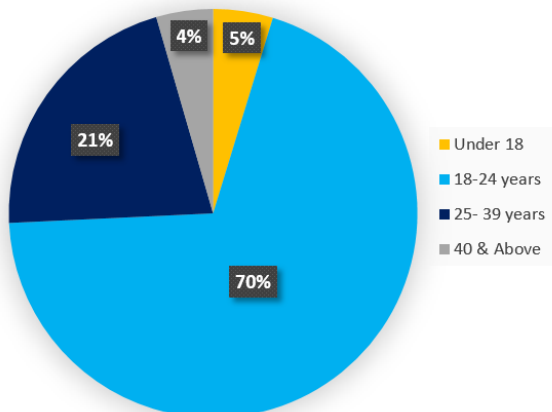


**High Usage**  
9 or more visits  
**Moderate Usage**  
less than 9 visits

### 40 & ABOVE



### JD Learning Lab Average Age

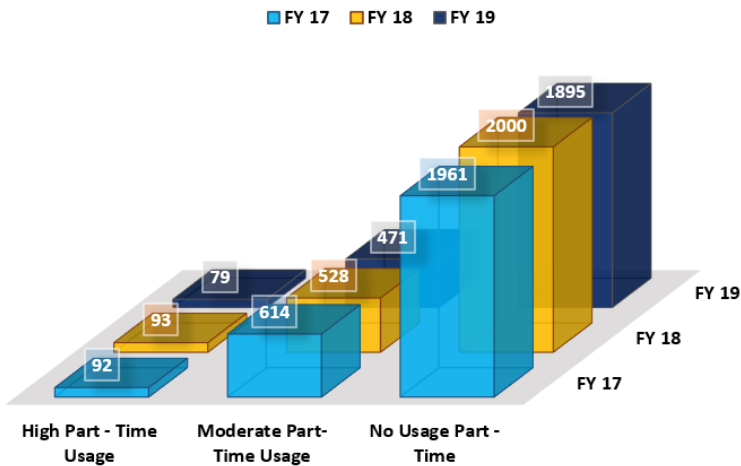


Students in the 18-24 year old age range make up 70% of our lab visitors, with the 25-39 year old age range coming in at 21%. Students with no usage in these age ranges need to be targeted with more outreach, as well as students in the 40 & Above group.

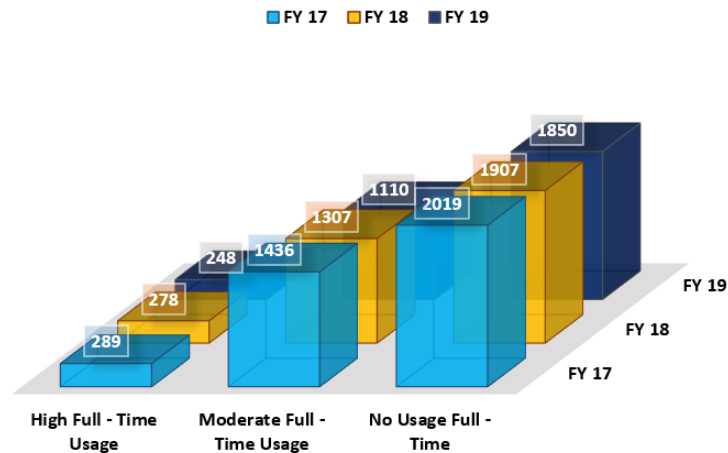


## LEARNING LAB PART-TIME VS. FULL-TIME JEFFERSON DAVIS

### JEFFERSON DAVIS PART-TIME USAGE

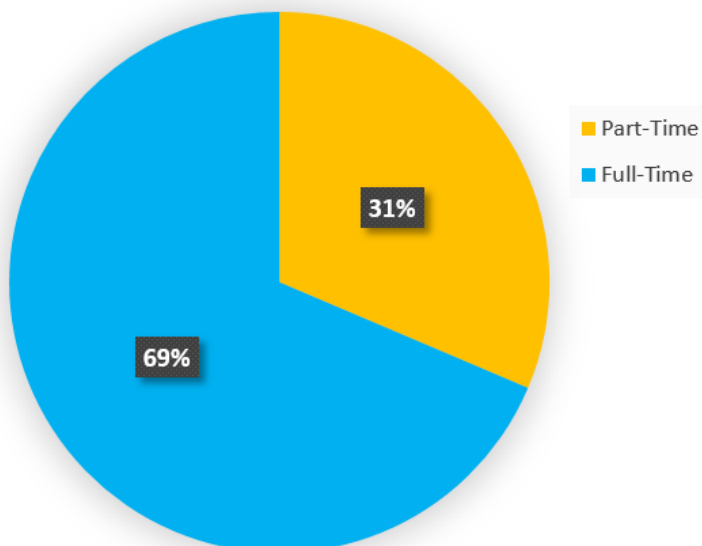


### JEFFERSON DAVIS FULL-TIME USAGE



**High Usage**  
9 or more visits  
**Moderate Usage**  
less than 9 visits

### JD Part-Time Vs. Full-Time FY 19



When analyzing the difference between Part-time and Full-time usage, it is obvious our Full-time students are using our lab more frequently. However, both categories show large numbers of unserved students that must be targeted with more outreach efforts.

# Jefferson Davis Learning Lab

## FY20 Improvements

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At the Jefferson Davis campus we will be making changes in order to serve our students better, make processes more efficient, and to make our data collection more accurate.

### **Canvas Course Shell:**

Tracey Gillespie, Math Instructor, and E-learning Support Representative, Austin Wellman, are developing a Canvas shell for our lab in order to give our students access to our videos, handouts, and workshop notes online. We will pilot this in the Fall 2019 semester and continue expanding in the Spring.

### **Sign in & Out:**

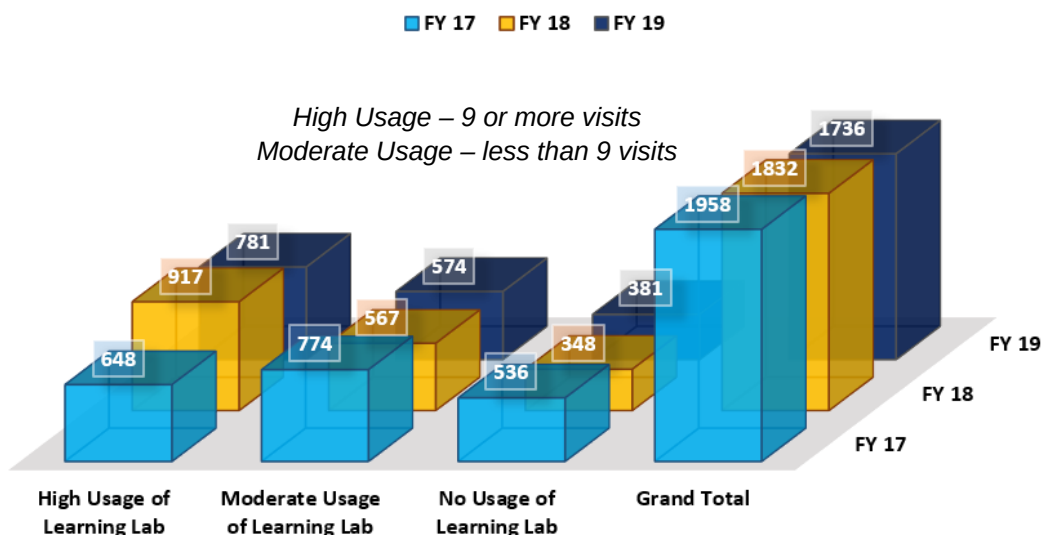
Starting in Fall 2019, efforts will be made to insure that students are signing in and out of the lab to increase the accuracy of our data collection. This will allow the Lab to show meaningful numbers for hours as well as visits. Computer stations will be relocated to make sign-in stations more accessible and visible, and a student worker will be assigned to monitoring sign-in and sign-out activity.

### **Teaching Space:**

A proposal for a dedicated teaching lab will be submitted in Fall of 2019. This will create a classroom for Learning Lab workshops, Library workshops, eLearning workshops, and Employee Development sessions.

# LEARNING LAB USAGE PERKINSTON CAMPUS

## PERK DISTINCT STUDENT VS LEARNING LAB USAGE



On our Perkinston Campus, we serve students in the areas of Math, Science, English, Computers, Accounting, and Spanish with full time and adjunct instructors. We offer one-on-one tutoring, class instruction upon request, and self and group study areas. Our private study rooms are heavily utilized by instructors and student study groups. Students have access to science models, graphing calculators, a microscope, Virtual and Augmented Reality systems, over 80 student computers, models, slides, science kits, and Promethean boards.

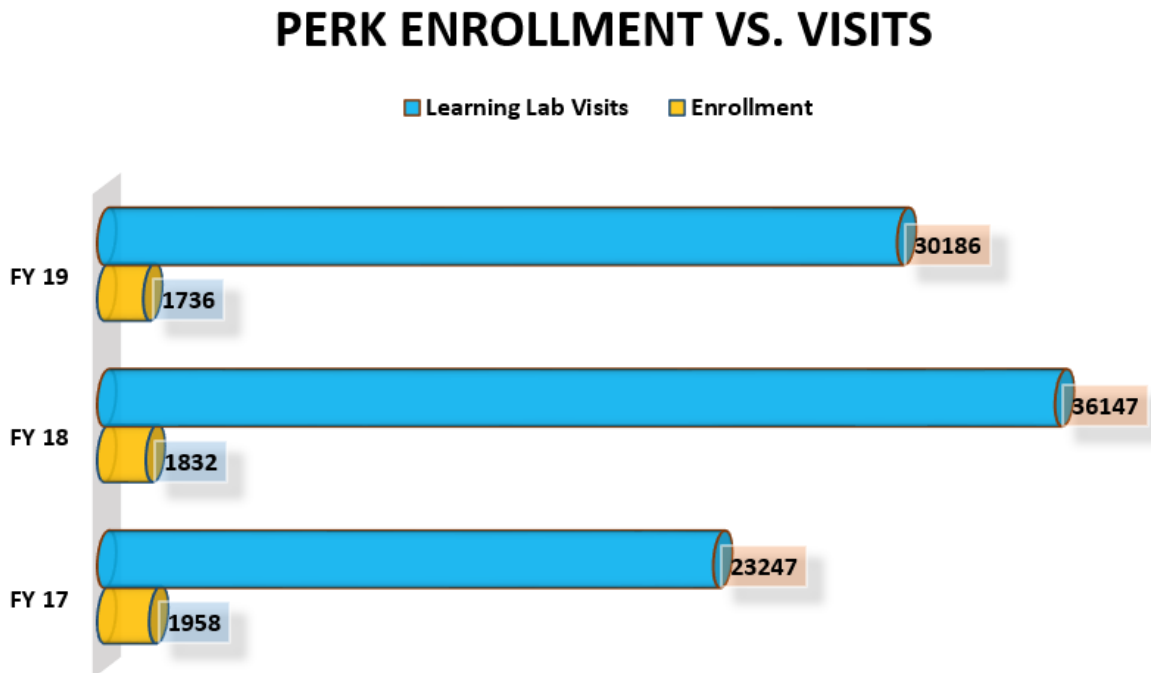
Over FY19, our lab served 1,419 unique individuals with over 30,883 visits and 33,594 student hours. In addition to our models and equipment, the Learning Lab offers a wide variety of study/solutions manuals and handouts to assist our students.

### Personnel

Vanessa Ritchie - Assistant Dean LRC  
 Amber Morrisette - Admin Assistant/Computer Instructor  
 Vivian Smith - Math Instructor  
 Schuyler Webb - Science Instructor  
 Michael McKinney - Writing Instructor  
 Tammy Hall - Computer Instructor  
 Kelly Sharpe - Math (Adjunct)  
 Melissa Scruggs - Math (Adjunct)  
 Kara Brown - Writing (Adjunct)  
 Roy Wilson - Science (Adjunct)  
 Michael Loui - Science (Adjunct)  
 Rhonda Reid - Computer (Adjunct)  
 Cindy Whitaker - Accounting (Adjunct)  
 Zachary Dozier - Spanish (Adjunct)

## LEARNING LAB USAGE PERKINSTON CAMPUS

On our Perkinston Campus Lab, over the past three years, enrollment has been steady, which has kept our numbers steady. In FY19, we served 82% of our campus population. This is on trend from FY18 with 81% and an increase from FY17, which was at 72% campus served.

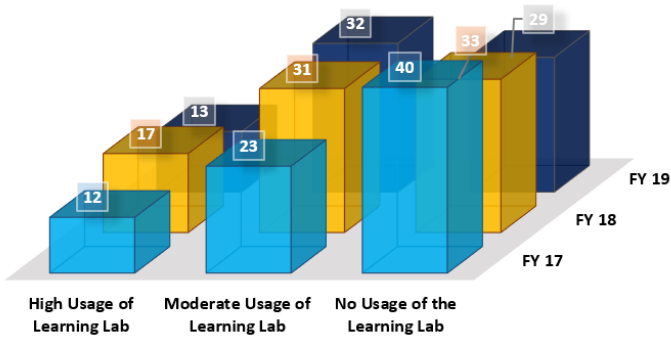


With an average enrollment of 1842 per year over last three years, the 82% that we are serving are using our facilities much more, and that is shown by our visits of 30,883 last year. This could be attributed to an increase in outreach as well as our demographic of traditional students, who tend to not work full time or have families as obstacles to studying.

## PERKINSTON LEARNING LAB AGE BREAKDOWN

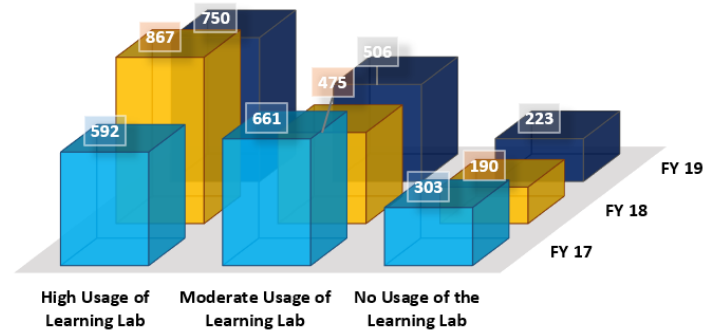
### UNDER 18

FY 17 FY 18 FY 19



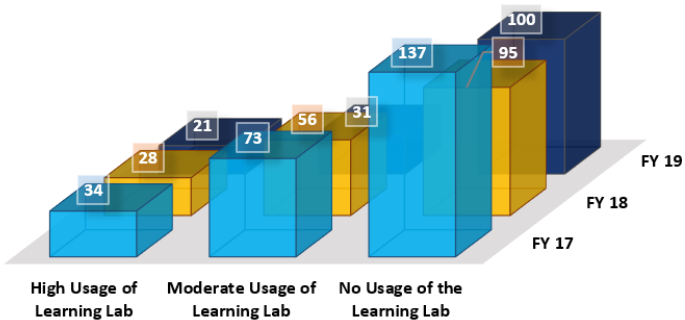
### 18-24 YEARS

FY 17 FY 18 FY 19



### 25-39 YEARS

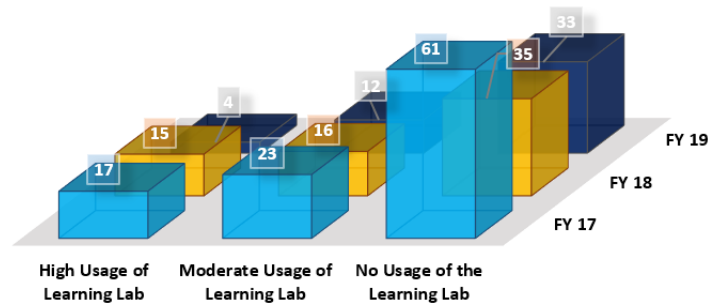
FY 17 FY 18 FY 19



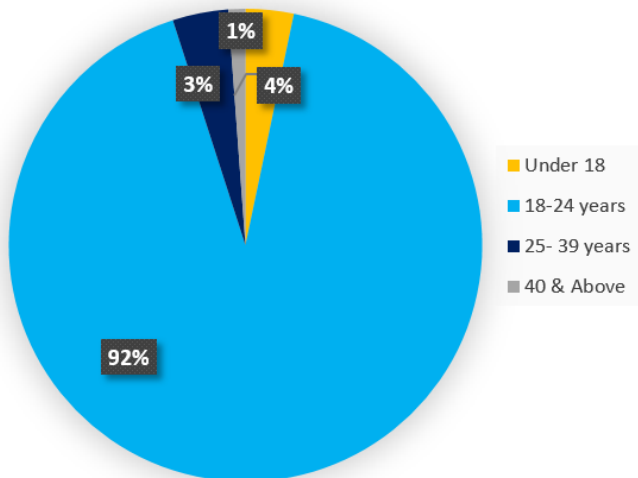
**High Usage**  
9 or more visits  
**Moderate Usage**  
less than 9 visits

### 40 & ABOVE

FY 17 FY 18 FY 19



### Perk Learning Lab Average Age

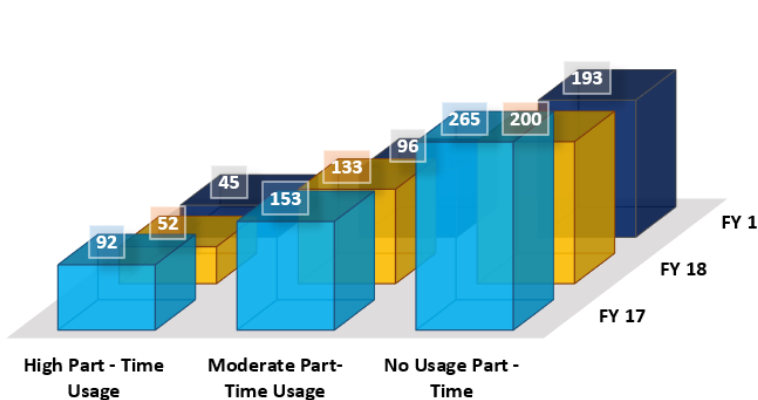


92% of visitors to our Perkinston Lab are students 18-24, the age range associated with traditional college students. This reflects the demographic of the student population for our campus.

## PERKINSTON LEARNING LAB PART-TIME VS. FULL TIME

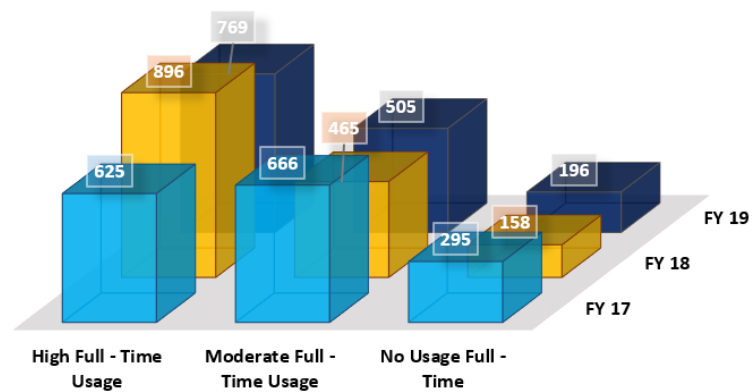
### PERK PART-TIME USAGE

FY 17 FY 18 FY 19



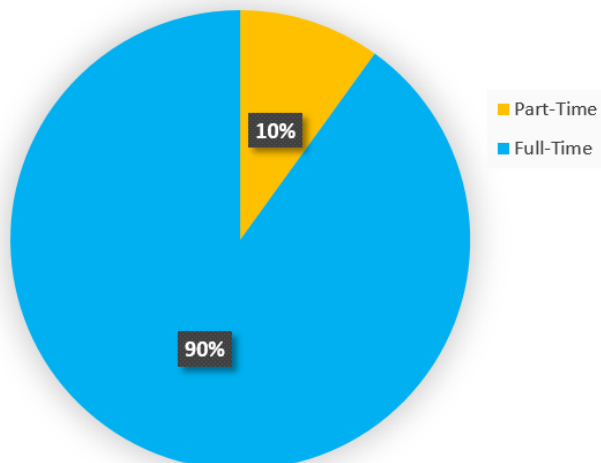
### PERK FULL-TIME USAGE

FY 17 FY 18 FY 19



**High Usage**  
9 or more visits  
**Moderate Usage**  
less than 9 visits

### Perk Part-Time Vs. Full-Time FY 19

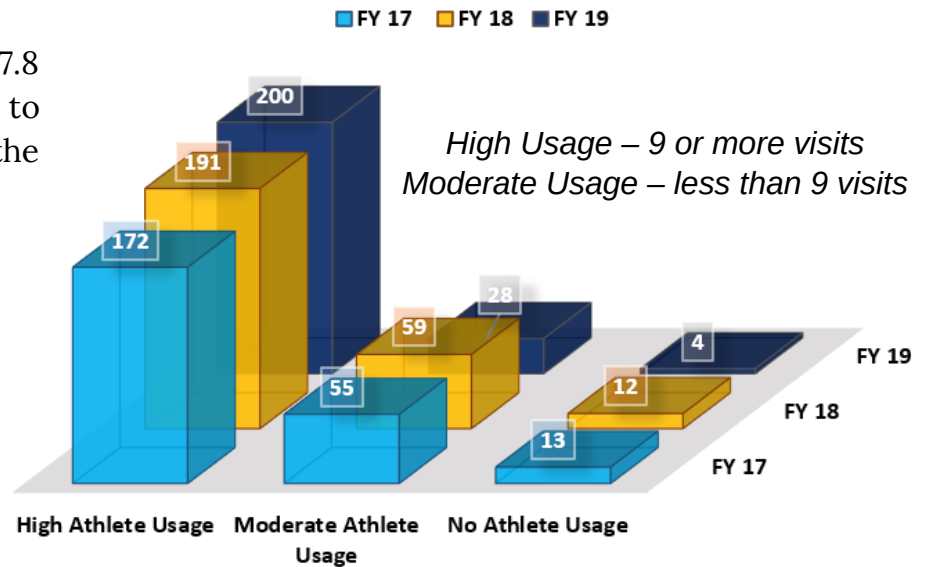


When analyzing the difference between Part-time and Full-time usage, it is obvious our Full-time students are using our lab more frequently. However, about the same number of students in each category have no usage at all. This would indicate that we need to increase outreach to all of our student population.

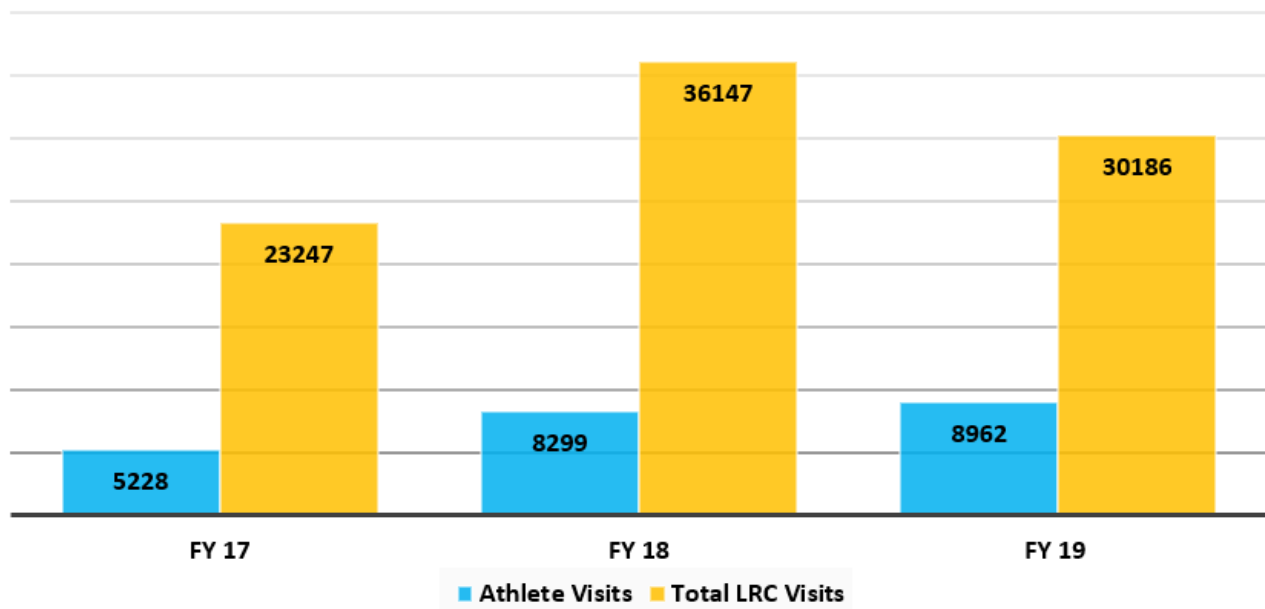
## PERKINSTON LEARNING LAB ATHLETES USAGE

### ATHLETES USAGE

During FY19, athletes had a 97.8 completion rate. This is primarily due to the time they are required to spend in the Learning Lab each week.



### Athlete Visits Vs. Total LRC Visits





# Perkinston Learning Lab

## FY20 Improvements

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At the Perkinston Campus we have been doing extensive outreach to both students and teaching faculty to increase Lab usage. Over the past year we have added an Augmented Reality unit, additional white boards in the study rooms, and software for visually impaired students. A Hovercam teaching station was added to the Computer Lab for instructor use.

### **Social Media Outreach:**

In the past, the Perkinston LRC has not been allowed the use of social media to inform students of current and upcoming events. Once LRC staff have received training from Institutional Relations, an Instagram, Snapchat, and possibly a blog will be used to communicate with students.

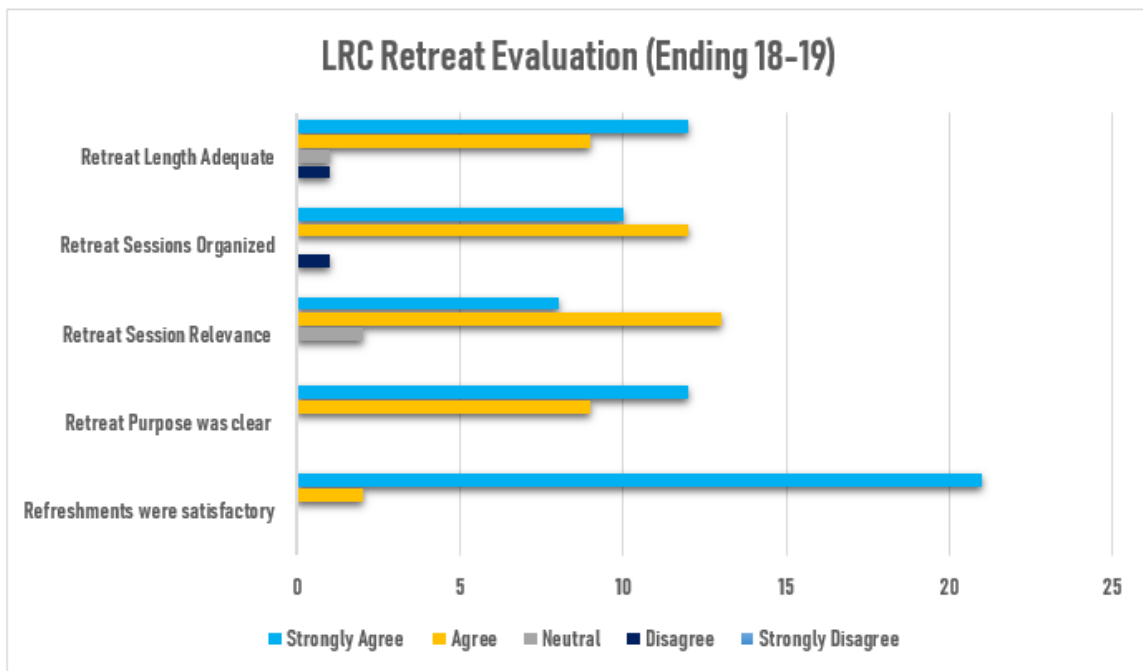
### **Sign in System:**

IT is currently in the process of developing a new login system that will allow us to capture student data on a more in-depth level and will allow the LRC Asst. Dean to track the quality of instruction as well as the impact of our instructors on student GPA. This information will be used to improve the quality of LRC tutoring and assistance.

### **New Technology:**

The LRC hopes to add two additional Z-Space Augmented Reality units in the near future. LRC faculty have been working with Science Department faculty to design and implement new assignments that will enhance student learning in Biology, Anatomy & Physiology, and Chemistry.

# Learning Resource Center Retreat Evaluation



- Adequate time was allocated to accomplish task
- More than adequate-could most likely be shortened
- This year improved from last year. Sessions were helpful

**The Retreat Length was adequate?**



- Input of appropriate team members were grouped
- The agenda was clear but each session would get off track because too much time was allotted

**The Retreat Sessions were organized?**



- This response provided due to team member who work in this area on a daily basis
- Most of the sessions were relevant
- It helped to see what our counterparts are doing
- Admin Asst, there wasn't anything geared towards our jobs

**The Retreat Sessions were relevant to my job?**



- To collaborate with fellow lab instructors that we do not often work with

**The purpose of the retreat was clear?**



- Very good catering-instead of sundaes next year, could we include breakfast options?
- Food was great!!

**The Retreat Refreshments were satisfactory?**



# Learning Resource Center Retreat Evaluation

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