

HORRY-GEORGETOWN TECHNICAL COLLEGE

PROCEDURE

Number: 8.7.3.1
Related Policy: 8.7.3
Title: Evaluation of the Library
Responsibility: Director of Library Services

Original Approval Date: 10-02-1996
Last Cabinet Review: 10-14-2020
Last Revision: 10-14-2020

President

I. Purpose

Each campus library of Horry-Georgetown Technical College will be evaluated through surveys conducted by Institutional Research, Student Satisfaction Survey, new program development proposals, and institutional/departmental accreditation self-studies.

II. Procedure

Annually, a Student Satisfaction Survey will be administered on all three campuses. The survey will be reviewed, edited, and approved by Institutional Research. Results will be compiled by Institutional Research and given to the Director of Library Services.

The results of the Student Satisfaction Survey, and accreditation self-studies, will be regularly forwarded to the Deans Council for review, approval and action. Based upon the results of the survey, the Director of Library Services and staff will develop objectives and goals for the upcoming academic year(s).

Results of the above-mentioned survey and accreditation findings and processes will be used for the assessment and improvement of the library functions and activities. From the evaluation processes, the Director of Library Services may also make recommendations for their annual budget, staff requests, collections (additions) and services.