3.8.3 The institution provides a sufficient number of qualified staff—with appropriate education or experiences in library and/or other learning/information resources—to accomplish the mission of the institution. *(Qualified staff)*

- Compliance ___  Partial Compliance ___  Non-Compliance

**Narrative:**

Chattahoochee Valley Community College (CVCC) employs a sufficient number of highly-qualified library staff to provide faculty, staff, students, and general public users with reference support, library instruction, and general assistance. The library staff consists of a Library Director, two full-time Clerks, two part-time Associate Librarians, and one part-time Library Assistant. All library staff have training and/or work experience appropriate to their job duties.

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Status</th>
<th>Degree(s)</th>
<th>Work Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Director</td>
<td>Xueying Chen</td>
<td>Full-Time</td>
<td>B.S. in Law from Jilin University, China. 1985 M.A. in Sociology from University of Arkansas. 1996 M.L.I.S. from Louisiana State University. 1997</td>
<td>Monday-Thursday 9:00AM-5:30PM Friday: 9:00AM-12:00Noon</td>
</tr>
<tr>
<td>Library Clerk</td>
<td>Angela Harris</td>
<td>Full-Time</td>
<td>A.A. in General Education from CVCC. 1985</td>
<td>Monday-Thursday 7:30AM-5:00PM Friday: 7:30AM-2:00PM</td>
</tr>
<tr>
<td>Library Clerk</td>
<td>Cory Williams</td>
<td>Full-Time</td>
<td>A.A.S. in Computer Science from CVCC. 2002</td>
<td>Monday-Thursday 7:30AM-5:00PM Friday: 7:30AM-2:00PM</td>
</tr>
<tr>
<td>Associate Librarian</td>
<td>Samantha Dansby</td>
<td>Part-Time</td>
<td>B.A. in Classics and English from University of Alabama. 2008 M.L.I.S. from University of Alabama, 2010</td>
<td>Monday-Thursday 5:15PM-9:00PM</td>
</tr>
<tr>
<td>Associate Librarian</td>
<td>Velma Jackson</td>
<td>Part-Time</td>
<td>B.S. in Art with minor of Library Science from Alabama State University. 1965</td>
<td>Hours vary. Rotate evenings with other part-time staff</td>
</tr>
<tr>
<td>Library Assistant</td>
<td>Helen Thibodeaux</td>
<td>Part-Time</td>
<td>A.A. in General Education from CVCC. 2006</td>
<td>Hours vary. Rotate evenings with other part-time staff</td>
</tr>
</tbody>
</table>

In 2009, the library staff developed a *five-year professional development plan* to enrich staff knowledge and to improve quality of library services by participating at least one professional development workshop each month. In the past three years, the library staff have attended an average of eighteen training sessions *(Xueying Chen, Angela Harris, Cory Williams)*.

Each full-time library staff member serves on at least three college committees each year. Currently, the library staff serve on the following committees:
The presence of the library staff on these committees facilitates the communication between the library and other college departments and divisions. With the information received from the committees, the library staff can build better collections and services for the college and community.

SUPPORT DOCUMENTATION

Job Description – Library Director, Xueying Chen
Resume – Xueying Chen
Job Description – Library Clerk (Circulation), Angela Harris
Resume – Angela Harris
Job Description – Library Clerk (Technical), Cory Williams
Resume – Cory Williams
Job Description – Associate Librarian, Samantha Dansby
Resume - Samantha Dansby
Job Description – Associate Librarian, Velma Jackson
Resume – Velma Jackson
Job Description – Library Assistant, Helen Thibodeaux
Resume – Helen Thibodeaux
LRC Strategic Planning 2009-2014
2009-2012 Professional Development Activities-Xueying Chen
2009-2012 Professional Development Activities-Angela Harris
2009-2012 Professional Development Activities-Cory Williams
Standing Committees – 2012-13