

**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.

**Library Staff Information**

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

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:

- Academic and Instructional Council
- College Catalog Committee
- Employee Recognition Committee
- Facilities, Health, Safety & Security Committee
- Institutional Effectiveness Committee
- Learning Community Committee
- Library Advisory Committee
- Operations Committee
- Social Committee
- Strategic Funding Committee
- Student Success Committee

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.

<b>SUPPORT DOCUMENTATION</b>
<a href="#"><u>Job Description – Library Director, Xueying Chen</u></a>
<a href="#"><u>Resume – Xueying Chen</u></a>
<a href="#"><u>Job Description – Library Clerk (Circulation), Angela Harris</u></a>
<a href="#"><u>Resume – Angela Harris</u></a>
<a href="#"><u>Job Description – Library Clerk (Technical), Cory Williams</u></a>
<a href="#"><u>Resume – Cory Williams</u></a>
<a href="#"><u>Job Description – Associate Librarian, Samantha Dansby</u></a>
<a href="#"><u>Resume - Samantha Dansby</u></a>
<a href="#"><u>Job Description – Associate Librarian, Velma Jackson</u></a>
<a href="#"><u>Resume – Velma Jackson</u></a>
<a href="#"><u>Job Description – Library Assistant, Helen Thibodeaux</u></a>
<a href="#"><u>Resume – Helen Thibodeaux</u></a>
<a href="#"><u>LRC Strategic Planning 2009-2014</u></a>
<a href="#"><u>2009-2012 Professional Development Activities-Xueying Chen</u></a>
<a href="#"><u>2009-2012 Professional Development Activities-Angela Harris</u></a>
<a href="#"><u>2009-2012 Professional Development Activities-Cory Williams</u></a>
<a href="#"><u>Standing Committees – 2012-13</u></a>