

3-1-1993

## Revision in MS in Recreation and Leisure

The College at Brockport, College Senate

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Resolution #10  
1992-1993

Routing #12 92-93

992-93

President  
Faculty Senate  
Campus

TO: President John E. Van de Wetering  
FROM: The Faculty Senate Meeting on 3-22-93  
(Date)  
RE: X I. Formal Resolution (Act of Determination)  
II. Recommendation (Urging the fitness of)  
III. Other (Notice, Request, Report, etc.)  
For your information  
SUBJECT: Establish a Program Resource Evaluation Committee  
For Drake Library



Signed William J. Van de Wetering  
(For the Senate)

Date Sent 3-22-93

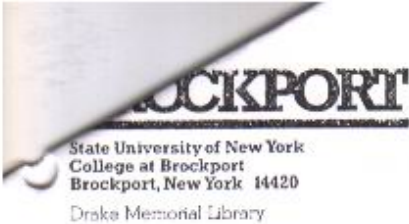
TO: The Faculty Senate  
FROM: President John E. Van de Wetering

RE: I. Decision and Action Taken on Formal Resolution  
a. Accepted. Effective Date July 93  
b. Deferred for discussion with the Faculty Senate on \_\_\_\_\_  
c. Unacceptable for the reasons contained in the attached explanation

II, III.  
a. Received and acknowledged  
b. Comment:

DISTRIBUTION: See distribution list

Distribution Date 4/12/93 Signed: [Signature]  
(President of the College)



February 16, 1993.

TO: Faculty Senate Executive Board Member  
FROM: P. Olevnik, Drake Library

This is a proposal for establishment of a Program-Resource Evaluation Committee in the Library. The Committee's purpose would be to assess the quantitative strengths and weaknesses of library collections in relation to all new instructional programs presented for review and approval by both the Committee on Graduate Curriculum and Policies and the Committee on Undergraduate Curriculum.

As the Brockport Faculty Senate is the agency for review of all program proposals, so should the library be the agency for the assessment of the quantitative strengths and weaknesses of its holdings in relation to program proposals under review. Librarians are in a position to assess, in quantitative - not necessarily qualitative - terms, library resources, report on access and services available in relation to regionally held research holdings, and determine the availability of existing resources.

In short, a review of a new instructional program should include a review of the library's resources in support of such a program, and librarians are the appropriate persons to conduct a quantitative measure of library resources.

Following are suggestions for establishing a Program-Resource Evaluation Committee:

1. New programs are presented for review by both the Committee on Graduate Curriculum and Policies and the Committee on Undergraduate Curriculum.
2. These Committees send program proposals to the Associate Director.
  - a. Committee Organization
    - (1) The Committee shall be under the leadership of the Head of Bibliographic Control Services. Other members are the remaining unit heads and the Assistant Head of Bibliographic Services. The Associate Director serves as an ex-officio member.

- (2) In the absence of a Committee member, that member shall appoint an alternate. If he/she is unable to appoint an alternate member, the Associate Director shall appoint such alternate member(s).
- (3) The Committee reports its findings to the Associate Director who is the library officer responsible for the Program-Resource Evaluation process.
- (4) The Associate Director consults with the Director concerning the Program-Resource Evaluation process.

b. Committee Procedures

- (1) The Committee convenes as soon as possible, upon receipt of a program proposal by the Library's Associate Director.
- (2) The Associate Director returns the completed evaluation report to the appropriate Faculty Senate Committee.
- (3) The Library Committee shall prepare a standard form, subject to approval by the Library's Associate Director and the Faculty Senate Executive Committee, for assessing the strengths and weaknesses of library resources. Such a form shall become a standard part of all new program proposal documents.
- (4) Accompanying development of a standard form should be development of an outline of procedures for conducting an evaluation of the collection.
- (5) Development of the form and procedures would be the responsibility of the committee, subject to review by the Associate Director.

DRAKE LIBRARY'S QUANTITATIVE EVALUATION FOR PROPOSED NEW PROGRAMS

- I. Availability of Funds: Current \$ \_\_\_\_\_  
 Ongoing \$ \_\_\_\_\_
- II. Monographic Holdings: Library of Congress Classifications that are thought to be relevant. See attached list.
- III. Serial Holdings: Current subscriptions to journals that are thought to be relevant. See attached list.
- IV. Reference Holdings: No. of Titles
- A. Relevant periodical indexes/abstracts
- Paper copy:
- General \_\_\_\_\_
- Specialized \_\_\_\_\_
- CD-ROMS:
- General \_\_\_\_\_
- Specialized \_\_\_\_\_
- B. Relevant on-line databases \_\_\_\_\_
- C. Other standard sources
- Encyclopedias/dictionaries \_\_\_\_\_
- Directories \_\_\_\_\_
- Handbooks/manuals \_\_\_\_\_
- Yearbooks/statistical guides/almanacs \_\_\_\_\_
- Government publications \_\_\_\_\_
- Major agencies:
1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
- V. Media Holdings in Special Materials Center: Titles in various types of media that are thought to be applicable. See attached list.