

- Usage statistics (with information on size of the user population).
- If the institution provides access to library resources through an arrangement with another institution or provider, copies of contracts and agreements outlining access and services.
- If the institution provides access to library resources through an arrangement with another institution or provider, description and analysis of the adequacy and appropriateness of the collections, services, and other related resources provided under that contract or agreement.
- Mission statement of the library, learning resource center, or other similar support services.

## Reference to SACSCOC Documents, If Applicable

SACSCOC policy: [Distance and Correspondence Education](#)

## Cross-References to Other Related Standards/Requirements, If Applicable

Standard 8.2.c (*Student outcomes: academic and student services*)

Standard 11.3 (*Library and learning/information access*)

Standard 13.7 (*Physical resources*)

**11.2 The institution ensures an adequate number of professional and other staff with appropriate education or experiences in library and/or other learning/information resources to accomplish the mission of the institution.**  
(*Library and learning/information staff*)

## Rationale and Notes

A sufficient number of qualified staff is measured by the effectiveness of the delivery of services to students, faculty, and staff rather than simply the number of staff employed. Qualified faculty and staff members are essential to carrying out the mission of the library and to support various other learning/information services. Overall qualifications are based on academic credentials as the standard qualification for library and learning/information resource faculty and staff; however, other types of qualifications may prove to be appropriate, especially for noncritical tasks or for tasks associated with related academic support services.

## Questions to Consider

- How does the institution determine the qualifications of its library and/or other learning/information resource staff?
- How are library support services augmented with nonprofessional staff?
- How does the institution demonstrate that the staff is sufficient to accomplish the mission?

- What professional opportunities are available to the library and learning/information resources staff?

### Sample Documentation

- Roster of library/learning resource staff with job duties, academic qualifications, and experience.
- Position descriptions.
- Details related to professional growth and training activities.
- Information regarding the alignment of library/learning staff with the programs/services offered by the institution.

### Reference to SACSCOC Documents, If Applicable

None noted.

### Cross-References to Other Related Standards/Requirements, If Applicable

Standard 6.2.a (*Faculty qualifications*), if library faculty members are also instructors of record for credit courses

**11.3** **The institution provides (a) student and faculty access and user privileges to its library services and (b) access to regular and timely instruction in the use of the library and other learning/information resources.**  
*(Library and learning/information access)*

### Rationale and Notes

To ensure appropriate use of the library and other learning/information resources, the institution is expected to provide timely and effective access that enables students, faculty, and staff to take full advantage of the learning resources provided by the institution. Furthermore, the institution has a responsibility to provide access to instruction in the use of the library and other learning/information resources. Access to resources, services, and instruction should address students enrolled at off-campus instructional sites, in distance or correspondence courses, or in evening courses, if applicable.

#### **NOTE**

*Information related to assessing the effectiveness of instruction in the use of the library usually would be included in Standard 8.2.c (Student outcomes: academic and student services).*