

NEW PROGRAMS OR EXTENDING A DEGREE: ANALYZING LIBRARY CAPACITY

REVISED JULY 1, 2024

Complete this workbook to assess the adequacy of library holdings and services prior to filling in the New Program Proposal Template itself. You will transfer a summary of the key findings of the workbook to the new program/extending a degree proposal form.

The Faculty Senate Library Committee reviews all proposals for new degree and extended degree programs for adequacy of library holdings and services. To assist the committee in its deliberations, please address the topics below in your proposal in collaboration with the librarian(s) responsible for collection development in your discipline(s). The names of appropriate librarians are available from the Director of Libraries at 335-4558 or from your dean's office.

1. In specific terms, describe the adequacy of existing capacity:

Questions to ask:

- How adequate are the existing library collections for the proposed program?
- How adequate is the existing library equipment for the proposed program?
- How adequate are the existing personnel and services for the proposed program?
- How will this program contribute to the funding of existing serials, given their ever increasing costs?

Answer here:

The existing library capacity at WSU is well-prepared to support the new MSc in Viticulture and Enology, with minimal additional impact required on existing collections.

1. **Adequacy of Existing Library Collections:** The Wine Science Center at WSU Tri-Cities already provides access to many of the key disciplinary books that students in the Viticulture and Enology program have traditionally needed. This existing collection ensures that students will have access to the foundational texts necessary for their studies. Moreover, when the Viticulture and Enology program transitioned to department status, the new unit's NOI (Notice of Intent) included plans for the transfer and purchase of new books specifically for the WSU Tri-Cities library. As a result, the necessary resources were already considered and allocated, meaning there should be minimal impact on existing library collections.

2. **Adequacy of Existing Library Equipment:** The current library equipment, including digital access infrastructure and research tools, is sufficient to meet the needs of the MSc program. The availability of online resources and databases is strong, providing students with comprehensive access to academic journals and industry publications. The equipment available at the WSU Tri-Cities library, complemented by the resources at the Wine Science Center, is well-suited to support the advanced research requirements of this program.
3. **Adequacy of Existing Personnel and Services:** The library personnel and services at WSU Tri-Cities are adequate to support the MSc in Viticulture and Enology program. The staff has experience in assisting graduate-level research, particularly in scientific disciplines, and provides essential services such as research assistance, interlibrary loan, and access to specialized databases. These services, along with ongoing support and professional development for library staff, will ensure that the needs of the MSc program are fully met.
4. **Contribution to Funding of Existing Serials:** The MSc in Viticulture and Enology is expected to contribute to the funding of existing serials, especially as the program grows and generates additional revenue. While the existing online journals and trade magazines are sufficient for current needs, the program's expansion may help secure additional funding to maintain and enhance access to these critical resources, which will support both teaching and research activities.

In summary, the Wine Science Center's existing resources, combined with the strategic planning during the department's transition, ensure that the WSU Tri-Cities library is well-equipped to support the new MSc in Viticulture and Enology with minimal additional impact on existing collections.

2. What is the need for new library collections?

Areas to consider:

1. Serials (e.g., journals or indexes in print, electronic format, microform, etc.):
 - a. List new serials titles (and costs) that will be needed.
 - b. What funds have been designated for these titles and for the ongoing serials subscriptions?
 - c. Can any of your current serials subscriptions be cancelled to purchase the new titles?
 - d. What additional library equipment will be needed and how will it be funded (e.g., computers, desks/tables, etc.)?

2. Monographs (e.g., books in print, electronic format, etc.):
 - a. Will monographs need to be purchased?
 - b. Have continuing funds been designated for these and future purchases?
 - c. What additional library equipment will be needed and how will it be funded?

3. Media (e.g., DVDs, sound recordings, etc.):
 - a. Are media materials needed?
 - b. Have funds been designated?
 - c. What additional multimedia equipment will be needed and how will it be funded?

Answer here:

For the MSc in Viticulture and Enology program, the need for new library collections is expected to be minimal. Most of the essential journals and periodicals relevant to this field are available through open access, which significantly reduces the need for additional subscriptions. The existing library collections at WSU, particularly those available at the Wine Science Center, are already considered adequate for supporting the research and educational needs of the program.

Given the comprehensive nature of the current collections, which include access to key disciplinary books and a wide range of online resources, no significant new acquisitions are anticipated. However, the library will continue to monitor emerging needs and trends in viticulture and enology to ensure that the collections remain current and relevant. Any necessary updates or additions will be made as part of the ongoing collection development process, ensuring that the library continues to fully support the new MSc program.

3. What new library personnel will be needed?

Questions to ask:

- Will specialized expertise be required to serve your new program?
- Will additional library staff or faculty need to be hired?
- If so, how will the position(s) be funded?

Answer here:

No new library personnel will be needed to support the MSc in Viticulture and Enology program. The existing staff at the WSU Tri-Cities library and the Wine Science Center are fully equipped to meet the needs of this program.

4. What additional library services will be needed?

Questions to ask:

- To what extent will additional interlibrary loan services be required?
- Online network access?
- References services?
- Library user education?
- If additional services are needed, have funds been designated for this purpose?

Answer here:

No additional library services are anticipated to be required for the MSc in Viticulture and Enology program beyond what is already in place.

- **Interlibrary Loan Service:** The current interlibrary loan service is considered adequate to support the needs of the new program. Given the availability of key resources online and through existing collections, there is no expected increase in demand for this service.
- **Online Network Access:** The existing online network access at WSU, including access to journals, databases, and other digital resources, is robust and sufficient for the needs of the MSc program. No additional network services will be required.
- **Reference Services:** The current reference services provided by the WSU Tri-Cities library and the Wine Science Center are adequate to support

graduate students in the V&E program. The library staff is well-prepared to assist with research inquiries, resource navigation, and other reference needs without requiring additional personnel or resources.

- **Library User Education:** Existing library user education programs, including workshops and individual support for accessing and using library resources, are sufficient for the needs of the MSc students. These services are already well-integrated into the WSU library system and can accommodate the new program without additional funding or resources.

It is important to note that we are simply transitioning students who previously entered through the Food Science graduate group to the Viticulture and Enology graduate group. As a result, this shift does not represent a sudden or unexpected increase in workload for library staff or the resources required. The library is well-equipped to handle this transition smoothly, without the need for additional services or funding.

5. **For programs offered away from the Pullman campus: To what extent will collections and services be provided from Pullman and to what extent by other campus or local libraries?**

Answer here:

For the MSc in Viticulture and Enology program offered at the WSU Tri-Cities campus, the majority of library collections and services will be provided directly by the WSU Tri-Cities library and the Wine Science Center, which are well-equipped to support the needs of the program. However, on occasions when specific resources are not available locally, interlibrary loans from the Pullman campus or other WSU libraries may be utilized to fulfill student and faculty needs as is currently the standard.

The Pullman campus library, along with other WSU libraries, will continue to play a supportive role, particularly in providing access to specialized materials that may not be available at the Tri-Cities location. These occasional interlibrary loans ensure that students and faculty have comprehensive access to the resources they need, regardless of their primary campus. The existing infrastructure for interlibrary loans is robust and is expected to seamlessly accommodate any such needs without requiring significant additional resources.

6. Are there any other library resource considerations (e.g., additional space)?

Answer here:
None.

Contact Information for Individual Completing the Library Analysis Form:

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Please summarize this information on the new Program Proposal Template.