

# 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 Masters in Artificial Intelligence (MSAI), with minimal additional impact required on existing collections.

1. **Adequacy of Existing Library Collections:** The WSU Libraries system at Pullman already provides access to the key disciplinary books and resources that students in the MSAI program will need. The existing collections include comprehensive access to foundational texts and specialized materials necessary for graduate-level studies in this field. The current collection development policies ensure that relevant materials are regularly acquired and maintained.
2. **Adequacy of Existing Library Equipment:** The current library equipment, including digital access infrastructure, research tools, and computing resources, is sufficient to meet the needs of the MSAI program. Students and faculty have access to robust online databases, research software, and digital collections that support advanced research requirements. The existing technology infrastructure at WSU Libraries is well-suited to support this program.

3. **Adequacy of Existing Personnel and Services:** The library personnel and services at WSU Pullman are adequate to support the Master's in Artificial Intelligence program. The staff has extensive experience in assisting graduate-level research and provides essential services such as research assistance, interlibrary loan, and access to specialized databases. These services, along with ongoing professional development for library staff, will fully meet the needs of the program.
4. **Contribution to Funding of Existing Serials:** The Master's in Artificial Intelligence program is expected to utilize existing serial subscriptions without requiring additional funding. The current online journals and databases are sufficient for the program's needs, and the existing collection development budget can accommodate any minor adjustments needed to support this program.

## 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 Master's in Artificial Intelligence program, the need for new library collections is expected to be minimal to none. The existing library collections at WSU Pullman are comprehensive and adequate for supporting the research and educational needs of this program. Many essential journals and resources in this field are available through current subscriptions and open access sources, and the field of AI provides open-access to many resources including books, research papers, code and data. Most of the scholarly content is also available as open access publications from repositories such as Google Scholar.

Given the robust nature of the current collections, which include access to key disciplinary materials and a wide range of online resources, no significant new acquisitions are anticipated. The library will continue to monitor emerging needs in the field as part of the ongoing collection development process to ensure that collections remain current and relevant. If there are gaps or specific needs for subscriptions, EECS will work with the WSU Libraries to ensure access.

**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 Master's in Artificial Intelligence program. The existing staff at WSU Libraries are fully equipped to meet the needs of this program through current services and expertise


#### 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 Master's in Artificial Intelligence program beyond what is already in place.

- **Interlibrary Loan Service:** The current inter-library loan service is adequate to support the needs of the new program. The existing infrastructure can accommodate any requests from students and faculty in this program.
- **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 MSAI program.
- **Reference Services:** The current reference services provided by WSU Libraries are adequate to support graduate students in this program. Library staff are well-prepared to assist with research inquiries and resource navigation.
- **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 students in this program.

The existing library services infrastructure is well-equipped to handle this program without requiring additional services or resources

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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:
Not applicable. The new MSAI program will be offered on the Pullman campus and will utilize the full resources of the WSU Libraries system.

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

Answer here:
None

**Contact Information for Individual Completing the Library Analysis Form:**

<b>Name</b>	{Smitha Bose}	<b>Email Address:</b>	{smitha.bose@wsu.edu}
<b>Phone:</b>	{509-335-6636}		

Please summarize this information on the new Program Proposal Template.