



California State University  
**SAN MARCOS**

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**Date:** October 14, 2014

**To:** Dr. Erika Daniels

**From:** Dr. Jennifer Fabbi  
Dean, Library

**Subject:** Library Review of the Proposal for Certificate of Advanced Study in Leadership in Middle Level Education

Thank you for the opportunity to respond to the proposal for a Certificate of Advanced Study in Leadership in Middle Level Education. The following information reviews the current capacity and describes probable needs of the CSUSM Library to support this program. Toni Olivas, Education Librarian, has reviewed the program proposal.

The mission of the School of Education is to “collaboratively transform education...” and part of accomplishing that mission is through conducting “purposeful research”. The certificate proposal states that one of its goals “is to create a community of practice for teachers-as-researchers who can reflect on, investigate, understand and share their craft...” The library can certainly be a valuable partner in accomplishing this goal. Many of the academic objectives in the proposal focus on research and helping students to become analytical and reflective consumers of research. The library can certainly assist with these objectives. The proposal states that students in this certificate program will take EDUC 622, Research Methods. This is a class in which the Education Librarian meets regularly with students, and the Library would like to encourage the proposed program to continue with that practice. Many of the proposed course syllabi list research components in their course objectives. Therefore, in addition to the librarian meeting with students in EDUC 622, it is critical that students also meet with the librarian during their other research classes since research is a large component of those classes (e.g. EDM1 611, EDM1 662, EDUC 619).

Since some of these classes will be held off campus at Woodland Park Middle School, and since the program is considering offering a fully online version of this certificate in the future, adjustments for online library instruction need to be taken into consideration. The library offers distance education services to off-campus students, and we urge the faculty in this program to encourage their students to take advantage of these services. As long as students are enrolled at CSUSM, have a current campus ID number, have campus username/password, possess a campus email account, and have been entered in PeopleSoft; they are eligible for Distance Services. Students need to register for this program using the following link:

<https://biblio.csusm.edu/webforms/distance-education-library-services-registration-form>

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The California State University

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Once registered for these services, students would be able to:

- Request books from the CSUSM Library collection – books will be pulled and then either held for pickup, or else checked out and mailed to the patron’s home address on file with the university (*if mailed, student assumes full responsibility for loss/damage from the time the books leaves the library until it is returned*);
- Request copies of articles from the CSUSM Library collection – articles will be scanned and delivered electronically to the patron;
- Request books from the Circuit – books will either be held for pickup, or else checked out and mailed to the patron’s home address on file with the university (*if mailed, student assumes full responsibility for loss/damage from the time the books leaves the library until it is returned*);
- Request books and articles through Interlibrary Loan from libraries worldwide – books will either be held for pickup, or else checked out and mailed to the patron’s home address on file with the university (*if mailed, student assumes full responsibility for loss/damage from the time the books leaves the library until it is returned*); articles will be scanned and delivered electronically to the patron.

More information about library distance education services can be found on the Library website at: <http://biblio.csusm.edu/distance-education>

### **Collections**

Collections relevant to the proposed program would be housed with the CSUSM Kellogg Library, or more likely, virtually accessible through the Library website The California State University at San Marcos (CSUSM) Library (<http://biblio.csusm.edu>). CSUSM has no branch or satellite libraries on or off campus. Since this certificate program is heavily research-based and is partially off campus, it is imperative that these students have full access to valuable online academic journals in the field. This proposal states that it will use several journals valued by researchers in the middle school environment. While the library does hold the full-text to *some* of these titles, some of the holdings are incomplete or we do not own the rights to the full access:

- *Middle School Journal*: Our holdings show that although we have full-text availability from 1970, there is no full-text available in our databases for the last year.
- *Middle Ground (AMLE)*: The CSUSM Library does not have access to this journal. Upon further investigation, it was found that access to this journal is only offered in print and will cost approximately \$87 per year from the vendor. This price is not a guarantee and will likely rise with inflation.
- *Phi Delta Kappan*: Our holdings indicate we have full-text access to this journal starting from 1916 through JSTOR and 1994 through Academic Search Premier.
- *Journal of Youth and Adolescence*: CSUSM has online access to the journal starting in 1972 through the SpringerLink database.

- *Journal of Early Adolescence*: CSUSM has online access to the journal starting in 1999 through the Sage Publications database.
- *Journal of Adolescent Research*: CSUSM Library also has online access to this title starting in 1999 also through the Sage Publications database.
- *Social Education*: Our holdings indicate that we only have access to paper and microform versions of this journal title, starting in 1975.
- *Voices in the Middle*: CSUSM does not have access to this journal in any of our holdings. After speaking to the vendor, it was discovered that this journal title is offered online and will cost approximately \$82 per year. Again, that price is not a guarantee and will likely rise each year with cost inflation.
- *English Journal*: CSUSM's holdings for this journal start in 1912 through the JSTOR database; however, no full-text is available for the last three years.
- *The Reading Teacher*: Our holdings indicate that we have access to this journal in two databases (JSTOR & Academic Search Premiere) from 1951; however there is no full-text for the last year.
- *Journal of Adolescent & Adult Literacy*: CSUSM has access to this journal in two databases (JSTOR & Academic Search Premiere) from 1995; however there is no full-text for the last year.
- *Science Scope*: CSUSM does not own this title. This journal title is offered both online and in print. It will cost approximately \$100 per year and the cost will likely rise with inflation.
- *Mathematics Teaching in the Middle School*: The Library owns this title through the JSOTR database. Although our holdings begin in 1994, we do not have access to full-text for the last five years.

Since research is a main component of this certificate program and not all research is found solely in academic journals, books will also be required for students to accomplish their research requirements. Therefore it is recommended that the budget include at least \$2000 for monograph purchases.

We strongly recommend the following resources be added in order to provide an enriching educational experience and to maintain excellence in the research activities of faculty and students:

<b>Core Resources</b>	<b>Notes</b>	<b>Cost</b>
Monographs (physical or electronic)	Titles related to middle level education	\$2,000 (annually)
Journals (specific titles detailed above)	The Library will acquire electronic access when at all possible.	\$500 (annually)

Faculty may, at any time, contact the Education Librarian regarding suggestions for additions to the collection. Further, reports, assessment, and other analysis of library collections in all subjects are done in response to program review, by the library liaison.

Basic information about the library's collections and services follows in the table below.

Library holdings	<a href="http://biblio.csusm.edu/external/about-the-library/collection-overview">http://biblio.csusm.edu/external/about-the-library/collection-overview</a>
Circulation	<a href="http://biblio.csusm.edu/external/policies/books-%2526-media-borrowing-policies">http://biblio.csusm.edu/external/policies/books-%2526-media-borrowing-policies</a>
Inter-library loan services	<a href="http://biblio.csusm.edu/interlibrary-loan-borrowing-policies">http://biblio.csusm.edu/interlibrary-loan-borrowing-policies</a>
Reference/Research help	<a href="https://biblio.csusm.edu/research-assistance">https://biblio.csusm.edu/research-assistance</a>
Information Literacy Program	<a href="http://biblio.csusm.edu/about/departments/337/info">http://biblio.csusm.edu/about/departments/337/info</a>
E-thesis, project, and dissertation submission	<a href="http://biblio.csusm.edu/guides/subject-guide/193-CSUSM-ETD-Submission-Guide/">http://biblio.csusm.edu/guides/subject-guide/193-CSUSM-ETD-Submission-Guide/</a>

The Library looks forward to continued collaboration with those working on the proposed certificate and is happy to provide further information. It is essential that the program proposers continue discussions with the Library as the program is approved to ensure that students and faculty have sufficient information resources at the inception of the program. I request that the proposers work closely with Toni Olivas, Education Librarian, to ensure that sufficient resources and expertise from the Library will be available.

cc: Rong-Ji Chen  
Janet McDaniel  
Toni Olivas  
Janet Powell