

## Standard 6. Learning Resources

Learning resource materials and associated services must be adequate for the requirements of the program and the courses offered within it and accessible when required for students in the program. Information about requirements must be made available by faculty in sufficient time for necessary provisions to be made for resources required, and faculty and students must be involved in evaluations of what is provided. Specific requirements for reference material and on-line data sources, and for computer terminals and assistance in using this equipment will vary according to the nature of the program and the approach to teaching.

### Main Components of this Standard as Applied to Educational Programs

Planning and Evaluation  
 Organization  
 Support for Users  
 Resources and Facilities

### Comment and General Description of Good Practice

Adequate library and other learning resources and services for the needs of the program are essential requirements, and are particularly important in programs designed to develop capacity for independent learning and creative application of ideas. Collections must be up to date and regularly enhanced as new material becomes available, and there must be ready access to information located elsewhere.

Basic collections should be adequate for the program, but go well beyond the immediate needs to provide access to research reports, data bases and journal and internet publications that capture the latest thinking in related areas of inquiry. If the program is postgraduate there must be adequate resources for research by students and by faculty in this and related fields.

Orientation programs should be available to ensure that new students know how to make proper use of library and resource center facilities. Ongoing assistance should be available to help students as they use these resources for studies in the program.

Requirements for library services are changing in keeping with the rapid development of information technology and developments in flexible delivery of courses. Libraries are recognized as being not simply collections of books and periodicals, but gateways to information required for research and investigation in an international context. Evaluation of a program includes the availability of the range of services and materials that are needed to support it.

The provision of services should be planned cooperatively between program developers, other faculty, and resource centre staff, so that the resources and services provided are matched to the requirements for teaching and learning and associated research and investigations. Proposals for new or substantially modified courses and programs should include an independent statement from the library or resource centre indicating cost and availability of the information resources required.

### Evidence and Performance Indicators

Evidence about the quality of learning resource provision and performance indicators derived from this evidence can be obtained from user satisfaction surveys, success rates for students in accessing course reference material, documents describing processes for identifying and responding to course requirements, and details of times when facilities are available for use by students and teaching staff. Information should be available about provision of orientation programs for new students and other users, and responsiveness to requests from groups of stakeholders. The institution should be able to provide information about comparisons of level of provision through books, periodicals and web-based resources with comparable institutions offering similar programs and an appropriate performance indicator would be whether that level of provision was equalled or exceeded.

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*The scales below ask you to indicate whether these practices are followed in your institution and to show how well this is done. Wherever possible evaluations should be based on valid evidence and interpretations supported by independent opinions*

<b>Good Practices Relating to This Standard</b>	<b>Is this true? Y/No/NA</b>	<b>How well is this done? (enter stars)</b>
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### 6.1 Planning and Evaluation

Policies and procedures must be in place to ensure that resource materials and services needed to support student learning are adequate and appropriate for the program, regularly evaluated, and kept up to date as required.

6.1.1 Teaching staff responsible for the program and for courses within it regularly provide advice on materials required to support teaching and learning.



6.1.2 Teaching staff and students participate in user surveys dealing with adequacy of resources and services, extent of usage, consistency with requirements for teaching and learning



6.1.3 Data on the extent of usage of learning resources for the program are used in evaluations of learning and teaching in the program.



6.1.4 In addition to participation in surveys program representatives have opportunities to provide input to evaluations of forward planning for provision of resources and services.



6.1.5 Teaching staff provide regular advice on material that should be held in reserve to ensure access to necessary materials and this advice is responded to.



### Overall Assessment

**Comment:** This section appears to be in a very good state.

**Priorities for Improvement:** Program representative should participate in future planning and evaluation.

### Independent Opinion

Comment;

There is evidence that teaching staff responsible for courses regularly provide advice on materials required to support teaching and learning. The University has a bookstore where students could buy required learning materials at reduced price.

### 6.2 Organization

The library or resource center must be managed in a way that meets the requirements of the program for student access and availability of resources and services.



6.2.1 Library and resource centers and associated facilities and services are available for sufficient extended hours to ensure access when required by users in the program.



6.2.2 Heavy demand and required reading materials needed in the program are held in

reserve collections.

6.2.3 Ready access to on-line data-bases and research and journal material relevant to the program is provided for.

Y

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**Overall Assessment**

**Comment:** Organization of learning sources is considered good, and minimal improvement is needed.

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Priorities for improvement: On-site (at the department and/or college) training on data-bases usage for students and faculty is recommended.

Independent Opinion

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Comment:

Based on on-site visit, the University library has extensive collection of titles, journals, periodicals and databases to meet the requirements of the program. The library system is automated and access to on-line databases and research materials relevant to program are well established.

**6.3 Support for Users**

Adequate support must be provided to assist students and teaching staff to make effective use of library services and resources.

6.3.1 Orientation and training programs are provided for new students in the program to prepare them to access facilities and services.

NA

6.3.2 Assistance is available to assist faculty and students in the program in conducting searches and locating and using information.

Y

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6.3.3 A reference service is available through which in-depth questions are answered by qualified librarians.

NA

6.3.4 Electronic and/or other automated systems with search facilities are available to assist in locating resources within the institution and in other collections.

Y

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6.3.5 Teaching staff and students in the program are kept informed of library developments such as acquisition of new materials, training programs, or changes in services or opening hours.

Y

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**Overall Assessment**

**Comment:** Support for learning resources users are in a v. good sate and may not need further improvement at this time.

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**Priorities for improvement:** No need for improvement but for sure the service needs to be maintained and monitored for any for any changes of the service recipients

Independent Opinion

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Comment:

Orientation program is provided to all commencing students in the program. There is adequate support provided to assist students and teaching staff for effective use of library resources.

**6.4 Resources and Facilities**

Adequate reference material for the program must be available and facilities in the library or resource center must be appropriate for the needs of the program,

6.4.1 Adequate books journals and other reference material including on line resources are available to meet program requirements.

Y

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6.4.2 Up to date computer equipment and software is available on a sufficient scale to meet program requirements to support electronic access to resources and reference material.

Y

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6.4.3 Books and journals and other materials are available in Arabic and English (or

Y

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other languages) as required for the program and associated research.

6.4.4 Sufficient facilities are provided for both individual and small group study and research as required for the program.

Y
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### Overall Assessment

**Comment:** Resources and facilities of learning resources are in acceptable state, and little improvement can be made.

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**Priorities for improvement:** It will be effective if a computer room is provided for the staff and students of the department to facilitate easy access to the e-library content.

### Independent Opinion

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Comment:

Sufficient facilities and resources are provided by the resource center to meet program requirements. There is adequate number of computing equipment and software available to support electronic access to resources and reference material.

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### Overall Assessment of Learning Resources

6.1 Planning and Evaluation	****
6.2 Organization	***
6.3 Support for Users	****
6.4 Resources and Facilities	****
<b>Combined Assessment</b>	****

Comment: Learning resources in the department can be considered very good.

### Independent Opinion

Comment:

There are sufficient learning resource materials and support services for the requirements of the program and courses offered. Establishing a satellite library for the CFAS will be beneficial for the faculty, staff and students.

#### Indicators Considered:

1. Student and faculty questionnaires,
2. Students satisfaction with the adequacy and appropriateness of learning resources

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3. Students and staff satisfaction with the library services

#### Priorities for Improvement-

- On-site (at the department and/or college) training on data-bases usage for students and faculty is recommended.
- Providing a computer room for the department students to facilitate their access to library e-content.