



California
Community
Colleges

Library and Learning
Resources Programs

2018 and 2019 Annual Library Data Survey Certification

FORM INSTRUCTIONS

- **Print the form (page 2 of this document)**
- **Complete all fields**
- **Sign**
- **Return to the Chancellor's Office by mailing the completed form to the address below:**

California Community Colleges Chancellor's Office
Academic Affairs Division, Curriculum and Intersegmental Programs
1102 Q Street, Suite 4600
Sacramento, California 95811-6549



California
Community
Colleges

Library and Learning
Resources Programs

2018 and 2019 Annual Library Data Survey Certification

Today's Date _____ District _____

College _____

LIBRARY CONTACT INFORMATION

Name _____

Title _____

Telephone _____

Email _____

Signatures below certify that the 2018-19 Annual Library Data Survey is accurate and complete and the college is in compliance with California Code of Regulations §55800 Annual Report to Chancellor:

The governing board of each community college shall, on or before October 31st¹ of each year, report to the Chancellor on the condition of libraries, for the preceding fiscal year. The report shall, in addition to other matters deemed appropriate by the governing board or the librarians, contain such statistical and other information as is deemed desirable by the Chancellor. For this purpose, the Chancellor may send instructions and/or forms to obtain the material for a comparative study of library conditions in the state.

Today's Date _____ Title _____

Printed Name _____

Chief Librarian Signature (blue ink)

Today's Date _____ Title _____

Printed Name _____

Chief Instructional Officer Signature (blue ink)

¹ Per Board of Governors Approval, the Annual Report shall be submitted to the Chancellor by October 31st.