

CALIFORNIA COMMUNITY COLLEGES

CHANCELLOR'S OFFICE

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SACRAMENTO, CA 95811-6549
(916) 445-8752
<http://www.cccco.edu>



DATE: April 19, 2017

AA 17-25
VIA E-MAIL

TO: Library and Learning Resources Survey Contacts

FROM: LeBaron Woodyard, Ph.D.
Dean, Academic Affairs

SUBJECT: CCC 2014 15 Libraries and Learning Resources Signature and Final Certification Form

Synopsis: In our review of the 2014-15 Library and Learning Resources Survey we are missing the college's certification form. This form is required to complete the submission of the annual report. This communication is to request completion of this step of the process. Attached to this communication is a copy of the 2014 15 Libraries and Learning Resources Signature and Final Certification Form. This form needs to be signed by the Chief Librarian and the Chief Instructional Officer.

Requested Action/date Requested: To complete the second step in the process of submitting the 2014-15 Libraries and Learning Resources Report please complete the attached form and return to the Chancellor's Office no later than **May 15, 2017**.

If you have any questions about the survey, please contact Stephanie Ricks-Albert at (916) 323-3093 or by e-mail at sricksal@cccco.edu.

Please mail the completed form to:

California Community Colleges Chancellor's Office
Attention: Stephanie Ricks-Albert
1102 Q Street, Suite 4600
Sacramento, CA 95811-6549