Instruction Meeting Minutes  
West Campus Boardroom  
June 4th, 2015

Present: Jim Cloen, Jao-Ming Huang, Jamie Holmes, Stephanie Ingold, Kathryn Benson, Andy Taylor, Gisele McDaniel, Adam Brennan, Amy Norman, Megan Donald, Suzanne Haynes

Adam started the meeting at 9:35 by going over the items on the agenda.

1. Steering Committee: Framework Learning Outcomes
Adam explained that the Steering Committee has been tasked with creating learning outcomes for the information literacy instruction sessions as they relate to the new ACRL Framework. Stephanie advised the group of the importance of providing feedback to the Steering Committee (through the campus representatives) to make sure that everyone has a voice and opinion in the work that this group performs. Amy Norman then asked about the schedule for the steering committee’s meetings so we would know when to give feedback to our campus representative. It was announced that there will be no retreat in June. Adam ended this session of the meeting by advising the group of the homework to complete before the next meeting:

A. Read the ACRL Framework:  
   http://www.ala.org/acrl/standards/ilframework
B. Read Megan Oakleaf’s A Roadmap for Assessing Student Learning Using the New Framework for Information Literacy for Higher Education  
   http://meganoakleaf.info/framework.pdf

2. Committee Teams (best practices Recommendations, presentations, handouts, etc.)
Adam advised the group of the creation of different sub-committees within the Instruction Group that will begin to meet as we work to determine how the new Frameworks will affect the way we provide instruction to our students. Basically, the collaborative effort of these committees will be to create a plan of action for how we implement the Framework at TCC. It was recommended that full-time employees join two committees and part-time employees join one. The groups are as follows:

Outreach: Suzanne, Adam, Gisele  
Health Sciences and STEM: Suzanne, Amy, Andy, Megan  
Active Learning Committee: Kathryn, Andy, Jamie  
Distance Learning: Kathryn, Jim, Lisa, Megan  
Dev ed and first year: Jamie, Amy, Lisa  
Assessment: Adam, Jao-Ming, Gisele

*(see attached handout for group descriptions)

These groups will be tasked with different functions relating to the overall work of the group. Please see the attached committee descriptions for further information.
It was also decided that the Instruction Meeting will follow each Librarians’ Meeting for the duration of the summer. Additionally, it was decided that the name of the group will now be the ILC (Information Literacy Committee).

3. AiA Grant (ACRL Assessment-in-Action Grant)
One of ACRL’s AiA grants was awarded to Tulsa Community College. Andria will be heading up the team in charge of assessing the grant. After meetings with the Academic Strategies faculty at TCC, it was decided that the assessment piece will center on:

- Avoiding Plagiarism
- Resource Evaluation

The Library will be tasked with creating this assessment piece and delivering it to all Academic Strategies classes on each campus. This announcement was followed by a spirited discussion on the history of Academic Strategies at TCC and how that could affect us moving forward. Additionally, there was discussion on how the grant and the Framework will become integrated with our instruction. Suzanne advised the group that we should look at resources created by North Carolina State University when it comes to creating ideas for Framework implementation.

4. Fall Info Lit Sessions
Due to the fact that the AiA grant runs for a year, it was decided that the sessions in the Fall will follow much of the same structure as has been used in the past. We will use this time to design how the Framework will be implemented in our instruction in the Spring of 2016. Andy brought up the fact that we need to have some type of retreat with AS Faculty (probably in December) in order to make sure that we are all on the same page before Framework implementation and grant assessment begin the following semester.

The meeting was adjourned at 10:50.

Next Meeting: Southeast Campus Library, July 9th
Next Minutes: TBD
Developmental Education and First Year Experience Team

This team will make curriculum recommendations for our Academic Strategies and Developmental Education teams, and work with Jamie and Adam to make recommendations to the Academic Strategies Textbook. This team will work with Lori Coggins and Margaret Lee to ensure that library instruction supports institutional goals of retention and completion within the developmental classes.

Deliverables

- Regular updates from Lori Coggins and Margaret Lee on college-wide changes in instruction
- Recommendations for additions to the AS textbook
- Work with outreach committee for promotional strategies to develop faculty (example, books talks)

Outreach Team

This team will explore and make recommendations for the most effective ways to communicate and build relationships with faculty and maintain these relationships each semester.

Deliverables

- Document the current ways we maintain our faculty relationships and communicate info lit instruction information to faculty
- Recommend a way to streamline faculty outreach so that we are consistent with our outreach methods each semester
- Draft helpful documents, such as email templates.

Assessment Task Force Team

In the new ACRL Framework for Information Literacy for Higher Education threshold concepts are expressed by these six frameworks:

- Authority Is Constructed and Contextual
- Information Creation is a Process
- Information Has Value
- Research as Inquiry
- Scholarship as Conversation
- Searching as Strategic Exploration
These frameworks will be introduced in future InfoLit instruction sessions, adjusted and amended to meet the needs of our students as we teach Academic Strategies, Comp I, and Comp II classes. The framework is not designed to be implemented in a one-shot information literacy session but is intended to be integrated into the student’s academic program at various levels.

This task force will design a variety of performance assessment tools that will allow us to measure what students have learned. The assessment should focus on concepts rather than on a set of skills as was previously done using student survey questions.

Here is your chance to help shape the future of our InfoLit instruction classes.

Sign up now:

**Health Sciences & STEM**

This team will research best practices and investigate how other libraries have integrated information literacy into their health sciences and STEM programs, ultimately seeking to increase library involvement and teach high-caliber and relevant information literacy instruction within these disciplines.

**Deliverables**

- Recommendations for health sciences & STEM-based components to information literacy instruction
- Sample lesson plans and activities
- Work with health sciences and STEM faculty to identify important learning threshold concepts unique to their disciplines
- Other as determined by the team

**Active Learning Team**

This team will research best practices in classroom pedagogy, particularly strategies for promoting active learning during library instruction sessions, as well as gathering ideas for classroom activities that teach and reinforce IL threshold concepts that the IL Committee has determined should be covered as part of TCC’s Information Literacy Plan.

**Deliverables**

- Recommendations for effective teaching & learning
- Repository of activities/lesson plans/learning objects that all TCC Instruction Librarians can access and use
• Ideas and tips for collaborating with teaching faculty to create meaningful assignments using library resources and/or IL concepts