



Instruction and Outreach Committee Yearly Report 2004

Fred Roecker, Chair

I. Members

Marti Alt	Chuck Popovich	Nancy O'Hanlon (ex officio)
Miriam Conteh-Morgan	Fred Roecker (chair)	Carol Powell (ex officio)
Anne Fields	Larry Allen (ex officio)	
Betty Hunlock	Karen Diaz (ex officio)	

II. Charge

"The Instruction and Outreach Committee is responsible for the development of resources and programs to promote teaching and outreach in the University Libraries. The scope of responsibilities includes but is not limited to professional development of instructors, orientation, assessment, outreach, and the communication of these programs to targeted audiences. The Committee is authorized to create subcommittees as needed."

III. Web Site – (library.osu.edu/sites/staff/ioc/)

The Instruction and Outreach Committee lists the Committee charge, members and terms, mailing list, minutes of Committee meetings, information from Instruction In-Service Days as well as the Instruction Brown Bags, the Instruction Mission Statement, teaching award information and recipients, as well as resources for evaluation of instruction and teaching.

IV. Committee Interest Areas and Activities

The Committee divides major projects into four areas of interest. Each interest area is composed of two to three committee members who communicate with each other outside regular committee meetings to brainstorm ideas, gather data, and develop drafts to bring before the full committee for its input. The four interest areas and individual notable projects are:

1. Assessment – (Chuck Popovich, Carol Powell)

Created the new form and guidelines in conjunction with the Committee on Appointment, Promotion, and Tenure, for Peer Review of University Libraries' instructors. This process and final report will be voluntary and only included in the instructor's Personnel file at the instructor's own choice. Information about this process

was made available Winter 2004. Information about this process was given at the Libraries' faculty meeting and is available on the Committee Web site.

2. Information Literacy – (Anne Fields, Betty Hunlock, Fred Roecker)

Updated and expanded the "Guide to Resources and Services" in Summer 2004 and reviewed many other brochures. This group also developed or assisted with orientation sessions for new faculty, new TAs, new graduate students, and new International students.

This group will be exploring how the Libraries can address the ACRL standards for Information Literacy throughout our instructional sessions and develop tools to assist librarians meet these standards.

3. Professional Development – (Anne Fields, Carol Powell, Jane Duffy, Marti Alt)

Working with the entire Committee, this group planned and delivered the Fourth Annual Instruction In-Service Day. Using the theme "You Are Teaching, But Are They Learning," this In-Service Day featured Deb Gilchrist from Pierce College (Washington) as keynote speaker and leader of many group activities for attendees on various topics in assessment. Committee members developed the theme, made arrangements at the Longaberger Alumni House, decided on the menu, developed handouts and attendee packets, and designed the activities. Forty-four faculty librarians attended.

One Brown Bag on Peer Review was delivered with Kathryn Plank from FTAD leading the discussion. The Committee is planning new Brown Bags in 2005 with speakers and discussion on instruction-related themes, as well as work with FTAD to develop more workshop opportunities for faculty to improve instructional skills. Another book discuss group is also being developed. Upcoming workshops will be publicized in *News Notes* and the LIBFAC listserv.

4. Teaching Awards – (Karen Diaz, Fred Roecker)

The Committee, working with Joe Branin and the Policy and Planning Committee, created two awards to be given to University Librarians in recognition of their contributions to instruction in the Libraries. Nancy O'Hanlon won the "Virginia Tiefel Achievement in Teaching Award," while Carol Powell was recognized with the "Annual Teaching Excellence Award." The first award honors one faculty librarian's contribution to instructional achievement to the Libraries over five or more years. The second award recognizes the faculty librarian who created and delivered innovative instruction programs over a single year. These awards align the Libraries with other OSU departments who offer rewards and recognition for quality teaching. The Committee designed the criteria for each award, publicized the procedures for submission at the Libraries faculty meeting, through *NewsNotes*, and the LBIFAC listserv, and then evaluated all applications. Joe Branin gave his approval of the committee's recommendations for recipients. Recipients were given a framed certificate and monetary award, and will have their names place on a plaque in Main Library.

The Committee also will gather information to create and submit a portfolio of the Libraries instructional programs and achievements to apply for the OSU Department

Teaching Excellence Award 2005. (No award will be offered for 2004.) There are two \$50,000 awards given annually by OSU in recognition of the department that offers quality, innovative, evaluated instruction to students. The Committee felt the Libraries should gather documentation from all librarians involved with instruction and submit a portfolio for consideration of the 2005 award. The deadline for submission will be January 2006 (for the 2005 award). There will be more information on this award and what each librarian can do to contribute to the portfolio in the coming months.

5. Emerging Technology – (Karen Diaz, Nancy O’Hanlon)

This new group was formed this year to address opportunities for instruction using technology. Areas currently under exploration are Learning Objects and how they can be stored on the OSUL Knowledge Bank, Digital Storytelling, Carmen (Desire2Learn) Course Management System which will replace WebCT in 2005-2006, and Croquet 3D video software from University of Wisconsin for peer-to-peer collaboration and sharing of information.