

Priority 3 - Distance (Virtual) Education

PRIORITIES, GOALS, AND OBJECTIVES	GOALS	OBJECTIVES	STRATEGIES	TIMELINE	KEY PERSONNEL	RESOURCES/COSTING	MEANS OF ASSESSMENT	CRITERIA FOR SUCCESS	PROPOSED MODIFICATIONS
PRIORITY 3 - DEVELOPING A HIGH-QUALITY DISTANCE (VIRTUAL) EDUCATION LIBRARY PROGRAM THAT PROVIDES SERVICES COMPARABLE TO THE ON-CAMPUS ENVIRONMENT									
	GOAL 1 - Continue to enhance and develop online instruction modules, tutorials, LibGuides, and pathfinders								
		Objective 1 - Develop course-integrated instruction modules for distance (virtual campus) classes	Using appropriate software (e.g. Wimba, Camtasia), develop instruction modules in pdf, html or other appropriate formats for specific classes	Determined in consultation with collaborating classroom faculty	Distance Education Librarian, L. Cheresnowski; liaison faculty librarians	Funding may be needed for new software or for upgrades to existing software. Amount will vary by software package.	Number of online modules available will increase in a timely way. Printed brochures and pamphlets available where needed.	Instruction modules are available for course-integrated instruction.	Modifications to modules may be needed as information contained becomes outdated or obsolete.
		Objective 2 - Develop instruction modules using LibGuides for various subjects	Using LibGuide software, develop subject related guides and pathfinders.	Ongoing	Distance Education Librarian, L. Cheresnowski; liaison faculty librarians	Funding for LibGuides will have to be maintained.	Number of LibGuides available will increase in a timely way	LibGuides are available on the webpage.	Modifications to LibGuides may be needed as information contained becomes outdated or obsolete.
		Objective 3 - Develop instruction modules for general library services or information	Using appropriate software (e.g. Wimba, Camtasia), develop instruction modules in pdf, html or other appropriate formats that cover general services or information (e.g. instructions on how to obtain physical copies of resources)	Ongoing	Distance Education Librarian, L. Cheresnowski; liaison faculty librarians	No additional costs	Instructional modules for general library services are completed.	Instruction modules for general library services are available on the webpage.	Modifications to services modules may be needed as information contained becomes outdated or obsolete.
	GOAL 2 - Continue to develop and enhance Library's web page for distance (virtual campus) students and faculty.								

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		Objective 1 - Work in conjunction with Extended Programs and Computing Services personnel to provide instruction on remote library log-in access procedures.	Contact people in appropriate offices to coordinate development of remote log-in access	Commencing Spring 2010	Distance Education Librarian, L. Cheresnowski; Systems Manager, B. Trimble; Computing Services and Extended Services personnel	No additional costs	Communication with appropriate personnel is established. Procedures for remote access are developed.	Remote access log-in procedures that succeed are available online	
		Objective 2 - Review web page for accessibility	1. Check for broken links	Each semester.	Distance Education Librarian, L. Cheresnowski Electronic Resources and Serials Librarian, S. Chen; Database Management Librarian, M. Stempeck	No additional costs		Broken links are repaired or removed.	
			2. Provide a way to report inaccessible features	Ongoing	Distance Education Librarian, L. Cheresnowski Systems Manager, B. Trimble	No additional costs		Reporting feature functions appropriately.	

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		Objective 3 - Review web page for adequate level of resources.	Working with all stakeholders, check holdings in subject areas for comprehensiveness	Ongoing	Distance Education Librarian, L. Cheresnowski All library faculty Virtual campus faculty	Additional costs will be incurred when needed resources are identified and acquired. Costs may include funds needed for database records.	Electronic resources will be examined for coverage of virtual campus class offerings.	Subject areas for virtual campus classes will be covered by at least one general or subject specific database and/or subject specific e-books.	
GOAL 3 - Develop appropriate and adequate means of communication to faculty and students working in the virtual campus environment.									
		Objective 1 - Establish regular communication with faculty teaching virtual education classes.	Establish discipline specific listservs for notifications from the library to virtual campus faculty	Commencing Spring 2010	Distance Education Librarian, L. Cheresnowski	No additional costs	Listservs are established.	Listservs function for notification to virtual campus faculty	
		Objective 2 - Establish regular communication with library faculty liaisons regarding available online instruction in pertinent areas.	Utilize e-mail and library list serv	Commencing Spring 2010	Distance Education Librarian, L. Cheresnowski	No additional costs	Library listserv and e-mail notification to library liaisons is utilized.	Library listserv and e-mail notification to library liaisons is utilized.	
		Objective 3 - Establish a library presence in the CMS management system to communicate with students.	Produce various types of files to use within the CMS for students to access	Commencing Spring 2010	Distance Education Librarian, L. Cheresnowski; Computing Services personnel for CMS	Funds for interactive software may be necessary.	Survey of students, focus groups, etc.	Responses received from students through surveys, focus groups and other established means.	

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