

ACTIONS PLAN/ ACTIVITY TIMETABLE

Action	Timelines/ Dates 2021/22	
	Start	End
Goal 1: Online Integration - To enhance engineering teaching and learning through the development of a series of online learning modules which will aid in the achievement of key Information Literacy competencies.		
Objective 1.1: To develop a set of learning outcomes based on the ALA/ACRL Information Literacy Standards for Science and Engineering/ Technology		
A-1: Develop online tutorials	January	April
A-2: Develop learning outcomes for each tutorial	January	April
A-3: Develop a criteria for developing online tutorials and learning outcomes.	January	April
Objective 1.2: To develop a set of tutorials, based on the outcomes from 1.1, that will enable students to learn key IL skills on their own time and at their own pace. These may be used to supplement or replace some of the instruction normally covered during an in-person class.		
A-1: To develop key performance indicators	January	April
A-2: Develop a schedule to guide tutorial management	January	April
A-3: Develop a schedule for in-person sessions	January	April
Objective 1.3: To develop modules that are easily integrated into any existing or future LMS platform		
A-1: Librarians develop online modules in different formats	January	April
A-2: The developed modules are uploaded on LMS	January	April
Objective 1.4: To collaborate with engineering lecturers, the ODeL Coordination teams, and the Directorate of ICTs staff to seamlessly add the IL modules to existing courses.		
Hold a meeting to develop and agree on the work schedule and in-person session	January	April
Goal 2: Educational Role: With a focus on embedded librarianship, to increase collaboration with lecturers and other stakeholders regarding the incorporation of resources and information literacy outcomes into an effective educational experience for students.		

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Objective 2.1: To develop individualized plans for key program areas identifying where IL instruction is currently offered, where there are gaps, and with a proposal for future integration.		
To develop a detailed timetable/ teaching schedule that includes IL instruction activities.	January	April
Objective 2.2: To provide an integrated learning experience for students whereby IL instruction is aligned and incorporated closely with regular course work.		
Librarians develop research guides, worksheets, etc	January	April
Materials developed are included in LMS	January	April
Librarians and course instructors meet to revise the assignments	January	April
Librarians and course instructors develop new assignments	January	April
Goal 3: Assessment: To develop a set of assessment tools that can be applied to select information literacy-related services, enabling us to evaluate the impact of information literacy programming.		
Objective 3.1: Program Liaisons collaborate with faculty and review curriculum documents in an effort to find ways to incorporate library resources and IL programming into effective educational experiences for students.		
A-1: Librarians and lecturers develop and agree on the parameters of measurements for each of the outcomes in 3.1 above	January	April
A-2: Librarians develop data/ statistical tools to be used in collecting data	January	April
A-3: Collect statistics on the number of courses and assignments developed	January	April
A-4: Collect statistics on the number of IL sessions conducted	January	April
A-5: Collect statistics on the recommendations and resources purchased	January	April
A-6: Incorporate IL skills in courses and assignments	January	April
Objective 3.2: Engineering Librarians engage in assessment strategies to assist them in determining the impact that Information Literacy programming is having on students' educational experience.		
A-1: Review and report on the performance of the assignments	January	April
A-2: Report on each of the activities in the outcome 3.2.1	January	April

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A-3: Gather the assessment data and develop a report of the activities performed	January	April
A-4: Based on the report, revise the activity schedule and make recommendations for improvement of learning outcomes	January	April
A-5: Make a report of the monthly activities	January	April
A-6: Produce an annual academic report with recommendations	January	April