INSTRUCTION SECTION
ALA/ACRL ◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆

Annual Planning Form—2008-2009

Committee/Task Force: Peer-Reviewed Instructional Materials Online Committee

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Activity/Project # 1

1….. Indicate one Goal Area this activity/project best supports: (see end of page for more information about the Strategic Goal Areas)

Strategic Area	Goal Area
Higher Education and Research	___ Learning ___ Scholarship ___ Advocacy
The Profession	___ Continuous learning ___ Leadership _x_ Instruction Technology
The Association	___ Membership ___ Sustainability

2.   Describe the activity or project and how it relates to the strategic direction you identified above: PRIMO Reviews: In order to provide instruction librarians with models of excellent online instruction materials the committee will conduct two rounds of reviews for the Peer Reviewed Instruction Materials Online (PRIMO) database to increase the number of materials in the database by Annual 2009.

3.   This project is a   _x__ continuous project assigned in charge
___ short-term project
___ long-term project

4.   Action plan:
1. Post call for submissions to relevant listservs at least twice a year.
2. Divide submissions among groups of committee members for review.
3. Complete reviews before Midwinter and Annual meetings.
4. Add accepted sites to the PRIMO database within one month after Midwinter or Annual Meeting.
5. Send results to submitters within one month of finishing reviews.
6. Continue to troubleshoot the PRIMO committee member review form, by reporting known errors to technical support staff for resolution.

5.   Proposed completion date:

Ongoing project with deadlines throughout the year.

6. How will the success of the activity or project be measured?

This project will be a success if the reviews are conducted and the materials are added to the database in a timely manner.

7. Resources required (only those external to the committee, such as web server space, etc.):

Web server capable of running the PRIMO database.

Activity/Project # 2

1….. Indicate one Goal Area this activity/project best supports: (see end of page for more information about the Strategic Goal Areas)

Strategic Area	Goal Area
Higher Education and Research	___ Learning
	___ Scholarship
	___ Advocacy
The Profession	___ Continuous learning
	___ Leadership
	__x_ Instruction Technology
The Association	___ Membership
	___ Sustainability

2. Describe the activity or project and how it relates to the strategic direction you identified above: PRIMO Background Survey: Survey the creators of accepted sites in order to provide instruction librarians with details on how online instruction materials are developed. The results of the survey will enhance the PRIMO database by including background information on the development of accepted projects.

3. This project is a   __x_ continuous project assigned in charge
___ short-term project
___ long-term project

4. Action plan:
1. Send survey request for completion to creators of projects accepted during the Midwinter and Annual rounds.
2. Continue to troubleshoot the interactive survey form of the PRIMO database, by reporting known errors to technical support staff for resolution.

5. Proposed completion date:

Ongoing project with deadlines after each review round.

6. How will the success of the activity or project be measured?

At least half of the accepted projects from each designated round of submissions will have included in the PRIMO database completed survey responses, with background information on project development.

7.   Resources required (only those external to the committee, such as web server space, etc.):

Web server to host survey. Technical support for database maintenance and problem resolution.

Activity/Project # 3

1….. Indicate one Goal Area this activity/project best supports: (see end of page for more information about the Strategic Goal Areas)

Strategic Area	Goal Area
Higher Education and Research	___ Learning ___ Scholarship ___ Advocacy
The Profession	___ Continuous learning ___ Leadership __x_ Instruction Technology
The Association	___ Membership ___ Sustainability

2.   Describe the activity or project and how it relates to the strategic direction you identified above: PRIMO Site of the Month: In order to increase awareness of the PRIMO Project, profile one recently accepted project each month and post the profile to the committee web site. Also post an announcement of each new profile to ILI-L.

3.   This project is a   __x_ continuous project assigned in charge
___ short-term project
___ long-term project

4.   Action plan:
1. Select sites to be profiled.
2. Assign committee members to conduct interviews.
3. Conduct interviews and draft profile.
4. Share draft profile with committee and Executive Committee Liaison.
5. If necessary, revise profile based on feedback from committee members and Executive Committee Liaison.
6. Post profile to committee web site, and send announcement of new profile to ILI-L.

5.   Proposed completion date:

Ongoing project with deadlines each month.

6.   How will the success of the activity or project be measured?

This project will be a success if the interviews are conducted, reviewed, and added to the website in a timely manner.

7.   Resources required (only those external to the committee, such as web server space, etc.):

Web server space; ILI-L.

Activity/Project # 4

1….. Indicate one Goal Area this activity/project best supports: (see end of page for more information about the Strategic Goal Areas)

Strategic Area	Goal Area
Higher Education and Research	___ Learning
	___ Scholarship
	___ Advocacy
The Profession	___ Continuous learning
	___ Leadership
	__x_ Instruction Technology
The Association	___ Membership
	___ Sustainability

2. Describe the activity or project and how it relates to the strategic direction you identified above: Continue identification and resolution of technical problems in the new ALA PRIMO database.

3. This project is a ___ **continuous project assigned in charge**
  ___ **short-term project**
  _x__ **long-term project**

4. Action plan:
1. Continue to work with IS and ALA staff, to identify and address PRIMO database problems.
2. Continue to address known problems with the PRIMO survey form, and the PRIMO committee member review form.

5. Proposed completion date:
Annual 2009, dependent on availability of external technical support and communication.

6. How will the success of the activity or project be measured?

The project will be successful when the database forms are free of major errors and are stable in functionality.

7. Resources required (only those external to the committee, such as web server space, etc.):

Web server that can support web-based database searching. Technical support is needed for database maintenance and problem resolution.

Strategic Goal Areas

Strategic Area: Higher Education and Research

Goal Area: Learning

The Instruction Section enhances the ability of academic and research librarians to be leaders in the teaching of information literacy skills for lifelong learning, creating innovative learning environments, and developing effective techniques for assessing learning outcomes.

Goal Area: Scholarship

Instruction Section members are recognized as authorities on information literacy, teaching and learning paradigms, curriculum development, research, and assessment.

Goal Area: Advocacy

The Instruction Section's initiatives enable the higher education community to understand the role that academic and research librarians play in the teaching, learning, and research environment.

Strategic Area: The Profession

Goal Area: Continuous Learning

Instruction Section members are continually engaged in learning for their own professional development and for the growth of their institutions.

Goal Area: Leadership

The Instruction Section is recognized as a leading organization for developing and advocating for the role of librarians in information literacy and student learning.

Goal Area: Instruction Technology

Instruction Section members are leaders in using and integrating information technologies to create, deliver, and manage instructional and information literacy programs and services.

Strategic Area: The Association

Goal Area: Membership

The Instruction Section is an inclusive organization that recruits and retains members using appropriate formats and delivery options to support the professional growth of members and their institutions.

Goal Area: Sustainability

The Instruction Section is an effective and dynamic organization that continually identifies new ways to assess and improve its performance in carrying out its mission for the future.