



INCLUSIVE WEBSITE EXPERIENCE

Lake-Sumter State College is committed to ensuring that all students and visitors, including persons with disabilities, are able to access and use all of our services, programs and activities. We recognize that many individuals are increasingly using our website to access information and obtain services.

We understand that website users who have disabilities may use the website with the assistance of technology, including screen readers, captioning, transcripts, and other auxiliary aids and services. We are committed to providing all website users with information about our services and alternative ways we can offer these services.

Lake-Sumter State College is committed to making our websites accessible to all audiences. We are continually seeking solutions to improve LSSC.edu. Our website offers a wide range of information, and we recognize that for users with disabilities, some material on our site may pose challenges. If there are changes we can make to our website to make it easier to use, or if you encounter material or services that you cannot access, please let us know. Your feedback helps us to identify areas where we can improve.

We strive to ensure that our website will comply with Web Content Accessibility Guidelines (WCAG) put forth by the World Wide Web Consortium (W3C), but recognize that alternatives to using the website should be available in the event that a user with a disability encounters a problem using our website.

If you are unable to access information or documents posted on this website, please send us an email at websupport@lssc.edu with as much of the following information as possible:

- Your name
- Your phone number
- Your email address
- The date and time you encountered the problem
- The web page or address where the problem occurred
- What occurred or what you were unable to do
- Any error messages you received.

ILA Roles (Faculty Expectations)

As the first step to becoming an Information Literacy Ambassador (ILA) you have already completed the Certified Information Literacy Instructor training which consists of understanding the ACRL Information Literacy Standards and how to apply them into coursework while using the IL rubric.

The next step to becoming an ILA is to complete this ILA training which will make you a crucial asset to the QEP. Once you complete this training, you will serve as the liaison between other faculty members and the LSSC librarians. In addition, you will assist with the application of the IL rubric to the QEP student learning outcomes. As an ILA, you will be expected to:

1. *Work on Assessment.* IL Ambassadors serve on the Evaluation Team and will work on gathering & packaging assessment data from the QEP LIM pilot and prepare for IL Summits during the summer.
2. *Lead the IL Summits with Library support.* IL Ambassadors will present assessment data, lead conversations, document improvements for the following year, and bring in new IL Ambassadors.
3. *Meet professional expectations.* IL Ambassadors are expected to meet professional expectations, including but not limited to responding to emails and communications promptly and appropriately, attending QEP meetings on time, and meeting deadlines.
4. *Assist in the creation of assignments and supporting resources.* Working along with librarians and the QEP Assessment Committee, IL Ambassadors will help align assignments with ACRL information literacy (IL) standards to support stronger assessments.
5. *Become an information Literacy Mentor* by connecting, supporting and advising other faculty members through the Information Literacy training process.
6. *Represent the QEP project both professionally and positively.* IL Ambassadors are expected to conduct themselves professionally and represent the QEP project positively throughout the duration of their Ambassadorship.

As a recognition of their work, each Information Literacy Ambassador will receive a stipend per semester. If an Ambassador does not meet expectations, they will be notified and provided feedback by QEP Co-Directors and their immediate supervisor. Should an Ambassador not address the concerns, the Ambassador may be dismissed from the program or receive a reduced stipend.

FACULTY + LIBRARIAN EXPECTATIONS

CERTIFIED INFORMATION LITERACY INSTRUCTOR	INFORMATION LITERACY AMBASSADOR	LIBRARIANS
<p>1ST LEVEL - FACULTY ROLE</p> <p>SUCCESSFULLY COMPLETE ONLINE "CILI" TRAINING BY ASSIGNED DUE DATE</p> <p>WORK WITH LIBRARIAN/ILA TO MODIFY OR CREATE NEW IL ASSIGNMENT</p> <p>SELECT LEVEL OF LIBRARIAN INTERVENTION FOR ASSIGNMENT</p> <p>ADMINISTER IL ASSIGNMENT TO STUDENTS</p>	<p>2ND LEVEL - FACULTY ROLE</p> <p>MUST ALREADY BE A CILI</p> <p>COMPLETE MANDATORY 2-HOUR IL RUBRIC APPLICATION TRAINING + ASSESSMENT TRAINING (LIVE)</p> <p>ASSIST IN THE CREATION OF ASSIGNMENTS AND SUPPORTING RESOURCES</p> <p>WORK ON ASSESSMENT</p> <p>LEAD THE IL SUMMITS WITH LIBRARY SUPPORT</p>	<p>WORKS COLLABORATIVELY WITH CILI AND ILA TO MODIFY IL ASSIGNMENT</p> <p>WORKS COLLABORATIVELY WITH FACULTY BASED ON SELECTION OF LIBRARIAN INTERVENTION LEVEL</p> <p>PROVIDES LIBRARY INSTRUCTION TO LEVEL 3 AND 4 LIBRARY INTERVENTIONS</p> <p>PROVIDES IMMEDIATE RESEARCH AND REFERENCE SUPPORT (VIA CANVAS, EMAIL, CHAT, IN-PERSON)</p> <p>LEAD LIVE ILA TRAINING</p> <p>WORK ON ASSESSMENT</p> <p>SUPPORT ILAS DURING IL SUMMITS</p>

Expectations and qualifications for CILI and ILA roles can be found on pgs. [39-42](#) (https://www.lssc.edu/wp-content/uploads/QEP_LSSC-Quality-Enhancement-Plan.pdf#page=41) of the LSSC Quality Enhancement Plan at lssc.edu/QEP (<http://lssc.edu/qep>)

***Please note that ILA expectations have been updated since QEP document was submitted to SACSCOC.**