



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.

Expectations of Information Literacy Ambassadors

Being an IL Ambassador is a part-time commitment, allowing education leaders to remain in their current positions while serving as the liaison between faculty and librarian while also assisting with the application of the IL rubric to the QEP student learning outcomes. IL Ambassadors will be expected to:

1. *Commit an average of 5 hours per week to the IL Ambassador program.* This time will be spent doing assessment and training work outlined in this document.
2. *Complete mandatory IL Training.* Led by librarians, this training will consist of understanding the ACRL Information Literacy Standards and how to apply them into coursework while using the IL rubric. IL training will also include a library introduction and research techniques to apply.
3. *Work on Assessment.* IL Ambassadors will work on gathering & packaging assessment data from QEP LIM pilot and prepare for IL Summits during the summer.
4. *Lead the IL Summits with Library support.* IL Ambassadors will present assessment data, lead conversations and document improvements for following year; will also bring in new IL Ambassadors.
5. *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 completing tasks by deadlines.
6. *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 IL standards to support stronger assessments.
7. *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.

The ideal Information Literacy Ambassador must possess the following qualities:

- Knowledgeable
- Self-directed
- Research skills
- Communication results
- Data-focused
- Relationship-building

As a recognition of their work, each Information Literacy Ambassador will receive a \$500 per semester. Important to note: this stipend will be issued at the end of each semester upon the conclusion of the Ambassadorship. If an Ambassador does not meet expectations, they will be notified and provided feedback by QEP Co-Directors and immediate supervisor. Should an Ambassador not address the concerns, the Ambassador may be dismissed from the program or receive a reduced stipend.