

Instructional Design Common Knowledge Group Charter

1. Summary and scope of work.

This CKG is a standing group of experts and pioneers in the area of instructional design.¹ This CKG communicates with and provides support to the UC Libraries Advisory Structure but does not make systemwide policy decisions, manage projects or project teams, or oversee ongoing services.

The Instructional Design CKG supports Goal 6 of the UC Libraries Systemwide Goals and Priorities 2014-2018. This goal, “To build and leverage expertise,” acknowledges that the roles of librarians in higher education are changing and it is beneficial to the university libraries as well as individual librarians to collaborate on developing ideas and solutions that best serve the users of the UC libraries.

Increasingly, instruction librarians are asked to support curricula through blended, flipped and online models. This need creates opportunities and challenges within libraries and in resource sharing across UC campuses. Instructional design librarians have expertise in information literacy instruction and instructional design and/or technologies. This CKG provides a forum for all UC librarians and staff members interested in instructional design and learning technology to facilitate discussion about how to address challenges related to new ways of delivering information literacy instruction grounded in instructional design. The group seeks to build on the ongoing and vibrant discussions of individual best practice through a focus on the role of intentionally designed frameworks, approaches and models for designing, delivering, evaluating, and continually improving library instruction.

2. Key Expectations

This CKG will:

- Gather and share information about the environment, opportunities, new technologies, best practices, and local campus developments within instructional design librarianship.
- Provide input and information to other UC Libraries groups as requested.
- Conceive and advance innovative ideas and improvements relevant to the UC Libraries’ Systemwide Plan and Priorities.
- Create a clearinghouse of resources (from people to tools) available to UC librarians and staff for doing instructional design work.

¹ Instructional design is a systematic process by which instructional materials are designed, developed and delivered.

- Identify gaps/needs UC-wide in order to support instructional design work in all UC libraries.
- Recommend language that could be used by UC libraries interested in hiring librarians to do instructional design work for their library.

3. Membership and Terms of Appointment

Membership is open to all librarians and staff interested in collaborating on issues related to instructional design work. To seek membership, interested parties should contact the Instructional Design CKG chair (listed below). Members are in alphabetical order:

- Dani Cook (Riverside)
- Julia Glassman (Los Angeles)
- Amanda Roth (San Diego)
- Dominique Turnbow, Chair (San Diego)
- Doug Worsham (Los Angeles)

Term length for the chair will be two years, with appointments rotating based on resource availability for each campus. If possible, the Chair position should rotate campuses. Members may be appointed indefinitely, dependent on their position requiring work in instruction, instructional design or instructional technologies.

4. Communication and Meetings

This CKG's communication responsibilities are to:

- Maintain an email list for use by the CKG, inclusive of all interested UC Libraries staff.
- Post and maintain a historical record of meeting minutes and reports, accessible to all interested UC Libraries staff.

This CKG will communicate regularly through:

- E-mail: [insert list name from UCOP]