ADDENDUM
Unit Reports

Within the Office of Academic Affairs organizational structure, a number of units, other than academic departments, report either to the VPAA or an Associate Vice President. To that end, future planning for the Orange County Community College Honors Program can be found within the report from the Liberal Arts Division, while planning for Learning Assistance Services can be found within the Business, Math, Science & Technology Division plans. Similarly, planning from the Instructional Technology area can be found in the report from the Health Professions Division. Direct reports to the VPAA include the Library and the Office of Educational Partnerships and associated planning items appear below. As of this writing, the Center for Teaching and Learning is currently undergoing reorganization. Following completion of the restructuring, planning documents from CTL will be added to this report. Implicit in all planning considered here is the need to maintain adequate staffing to support future growth for both the Middletown and Newburgh campuses.

LIBRARY

Curriculum Development
- Increase library departmental support for workshop attendance, webinar and distance education opportunities.
- Embed information literacy skills development within the curricula development process.
- Continue Library acquisitions support for departmental curricula initiatives.
- Process the primary documents within the Gilman collection to be accessible and available for scholarly research, thereby opening the collection to collaboration possibilities with the Global Studies (and other) departments.

Students
- Develop partnerships that contain library skills support elements directed at improving students retention.
- Add library information management skills workshops that are designed to eliminate student technology gaps and improve student success rates when conducting library research.
- Develop a media support center within the Library to include audio/video creation and editing equipment staffed by trained library personnel.

Under-Prepared Students
- Build on past successful partnerships and expand the Library role in collegiate efforts to improve library skills development for under-prepared students, i.e. partnership with Learning Assistance Services where a librarian and tutor work together to offer additional academic support through study groups.

- Establish a library research lab where librarians work with faculty and students to reinforce research and information skills needed for successful completion of writing assignments. The lab marries traditional information literacy support with information management skills training.

Technology
- Continue to incorporate emerging technologies within library services.

Professional Development
- Partner with Center for Teaching and Learning to foster the information literacy initiative.
- Establish a library services presence within the faculty mentoring program.

Collaboration & Partnerships
- Expand library K-16 initiatives and partnerships to assist in bridging the high school/college preparedness information literacy skills gap.

OFFICE OF EDUCATIONAL PARTNERSHIPS

Under-Prepared Students
- Continue to outreach to high school administrators, faculty and students regarding college placement exams.

Collaboration & Partnerships
- Continue to meet the needs, and expand where possible, CCHS courses for area high schools.
- Enhance connections between Center for Youth Development and College's faculty and students.