Wesley College Library Instruction Policy

Overview
Robert H. Parker Library is committed to partnering with the faculty of Wesley College so that we can educate our students to be information literate graduates who are effective, ethical, and evaluative consumers and producers of information. Towards that end, the library has created a variety of information literacy instruction sessions that can be modified for the needs of any part of Wesley College’s curriculum.

Scheduling an Instruction Session
Members of the faculty are asked to schedule class sessions as far ahead of time as possible, but no later than a week prior to the desired date. This will allow for the best instruction session possible. All information required for library instruction must be received no less than two business days before the instruction is to take place. If the required information is not received by the instructional librarian at that time, the library instruction might have to be rescheduled.

Instructors requesting library instruction must provide all of the following information:
- Name of the instructor;
- Name and level of the class;
- Number of students;
- Possible dates and times for the library instruction (please give us multiple options in case one or both of the librarians are busy at that time);
- A copy of the specific assignment(s).

Faculty members are required to be present during instruction sessions. This helps:
- ...students to benefit from the combined knowledge of the librarian and the faculty;
- ...emphasis to be placed on the value of the library and library resources;
- ...students to be more attentive to what is being discussed;
- ...faculty to answer questions about the assignment in the moment.

Bringing Students to the Library
We ask faculty not to bring their classes to the library for a class session since there are only so many computers available on the first floor and it tends to make the area too noisy for other people to work. If you need your students to learn the resources available, we would be happy to come to your classroom and/or give your students a tour. If you need computers for your students, we can help you locate a lab on campus.

Policy Adopted: 5/25/17