AMICAL inventory of institutional statements & human resources supporting digital literacies

Deadline: 20 January 2019

Download a [PDF version](#) of this survey to preview the entire survey offline.

Who should complete this survey

This survey is being sent to the AMICAL Representative at each member institution of the AMICAL Consortium. In preparing responses, the Representative should reach out to the local colleague(s) most relevant to the questions below (e.g. persons with responsibility for gen ed or first year experience programs or their curricula, assessment officers, directors of centers for teaching and learning, library directors, deans/provosts, etc.).

The form itself may be completed by the Representative or a relevant colleague.

If you responded already during our AMICAL 2018 digital literacies discussion:
A version of this survey was administered informally during an AMICAL 2018 conference session, resulting in [this table of responses](#). If your institution responded there, you may copy and paste some or all of your response to resubmit here. You should first review that informal response, and then update or replace it to ensure that your answers are as accurate and complete as possible.

If you need more time:
The comprehensiveness and accuracy of your responses to this survey are important for meaningful outcomes. If you are not able to obtain all requested information by our deadline, let us know as soon as possible. Within the limits of our plans for reporting on the survey, we may be able to accommodate a few late submissions.

Context of this survey

Recent discussions among AMICAL members about digital literacies have uncovered a need to better understand how "digital literacies" are understood and pursued across AMICAL institutions. This survey is a first step toward developing consortially shared knowledge about these questions.

We recognize that there are many different definitions of "digital literacies". The New Media Consortium's recent strategic brief *Digital Literacy in Higher Education, Part II* discusses various definitions used worldwide and provides a brief comparative analysis of 11 digital literacy frameworks (see "The Digital Literacy Landscape", p. 4-10).

We link to that overview of digital literacy frameworks only to indicate that the scope of learning goals we're interested in is quite broad. We are intentionally choosing not to define "digital literacy" in this AMICAL survey. We ask that you share below information about digital literacies however they are recognized by your own institution, even if this differs from the frameworks above.

Confirmation of consent

Project Title: AMICAL inventory of institutional statements and human resources supporting digital literacies

Principal Investigator: Nadine Aboulmagd (n.aboulmagd@aucegypt.edu; +20 22615 3794)
Secondary Investigator: Jeff Gima (jgima@amicalnet.org)

You are being asked to participate in a research study approved by the IRB of the American University in Cairo. The purpose of the research is to better understand how "digital literacies" are understood and pursued across AMICAL institutions. As a first step to understanding this, we are gathering with this survey an inventory of statements of **institution-level** learning goals for digital literacies. We also gather here basic information about who takes **institution-wide** responsibility for helping to create a digitally literate learning environment.

There are four questions, and the expected duration of your participation is 30 minutes. In preparing responses, the Representative should reach out to the local colleague(s) most relevant to the questions in the survey. The form itself may be completed by the Representative or a relevant colleague.

There *will not be* any risks or discomforts associated with this research. The benefit of participating in this research is that you would be contributing to a large-scale research study that aims to develop and improve learning and teaching of digital literacies across AMICAL member institutions.

The responses you provide to the four questions below will be shared partly or in whole with other AMICAL members, and possibly with a broader audience through presentations or publications. If you submit information or documents here that you would not like to be shared outside of AMICAL, you should indicate this clearly in your response.

Your name and contact information will remain confidential, meaning any information shared about this study, within or outside of AMICAL, will not include your name or contact information

and will not be used to identify you or anyone who responds to the survey. We may get in touch with you for more clarification or information, however only the Study Investigators, and a small team of AMICAL colleagues working on this study, will have access to the data provided.

If you have any questions about the research, your rights, or would like clarification on any of the questions on the survey, please contact the Principal Investigator as indicated above.

Participation in this study is voluntary. Refusal to participate will involve no penalty or loss of benefits to which you are otherwise entitled. You may discontinue participation at any time without penalty or the loss of benefits to which you are otherwise entitled.

[CHECKBOX] I agree to participate in this research study

- Name
- Job title
- Email
- Institution

Questions

For any of the questions below, if you have no information to share or feel that the question is not relevant to your institution, do state this briefly and submit the form so that we are aware of this as your institution's response.

1. In your institution's statements or documentation about its curricular goals, are there passages that relate directly to digital literacies?
If so, please share or describe these documents below.
Examples of such documents might include:
- The institution's website
- Institutional vision statements, mission statements, or strategic planning documents
- Documentation of general education and first year experience programs: program descriptions, lists of core competencies or learning outcomes, etc.
- Guidelines that explicitly recommend or require the inclusion of digital literacies in course design, syllabi, etc.
- Documentation for centers for learning and teaching, faculty development centers, libraries, etc. (Is there a "digital literacies" component there, as part of the offered trainings, as part of the teaching methodology, etc.?)

Provide the name of each document, as well as a brief (1-sentence) explanation of the context of the document (e.g. how and where it is used, the page number where digital literacies are discussed, etc.). If possible, provide a link to the document, or attach it below.

Statements/documents on digital literacies

> (blank text box)

Attached documents (optional)

2. What are the essential terms or language that your institution uses to refer to digital literacies in these documents?
Even if your documents do not mention "digital literacies", are there other terms used that refer to some form of digital competencies?

Terms/language used for "digital literacies"

> (blank text box)

3. Who owns responsibility for ensuring that students achieve the digital literacies mentioned in the above documents?
This might be, for example: your librarians, staff or faculty responsible for instructional technology or digital pedagogy, disciplinary faculty, office for assessment, some other department, or a combination of these. Is this responsibility explicit in your institution's documentation, or in job descriptions?
If possible, please provide information such as:
- their job title (or position)
- the number of FTE staff with this title and responsibility
- the language in their job description(s) that relates to this responsibility
- the title (or position) of the person they report to
- how their position relates organizationally to other campus departments

If you're unsure of the answer, we encourage you to ask, or send this survey to, the relevant administrator at your institution for this information, reminding them that by participating, they'll also be able to find out how this is approached at other AMICAL institutions.

Positions responsible for student digital literacies

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4. Who on your campus (if anyone) is responsible for development of digital literacies or digital pedagogy among faculty?

Are there staff/faculty responsible for working with faculty campus-wide on the effective and critical use of digital tools and methods in teaching and learning? Is this responsibility explicit in your institution's documentation, or in job descriptions?

If possible, please provide information such as:

- their job title (or position)
- the number of FTE staff with this title and responsibility
- the language in their job description(s) that relates to this responsibility
- the title (or position) of the person they report to
- how their position relates organizationally to other campus departments

If you're unsure of the answer, we encourage you to ask, or send this survey to, the relevant administrator at your institution for this information, reminding them that by participating, they'll also be able to find out how this is approached at other AMICAL institutions.

Positions responsible for faculty digital literacies/pedagogies

Comments

Add here any comments, questions, etc.

After submitting the form you will be taken to a "Thank you!" page, indicating that the submission was successful. If you do not reach this page, then something has gone wrong. Consult our [form troubleshooting page](#) to find out how to proceed.

Submit