

Expected Outcomes for the Community College Hub Coordinator:

1. Clean-up and establish/document repository standards and procedures (to be audited by year's end)
 - a. Clean-up authors
 - b. Bring artifacts in Google documents into the Hub
 - c. Establish and apply metadata standards to the collection
 - d. Request existing documentation from community college users that will inform standards and procedures documentation
2. Conduct training (track all training sessions)
 - a. Train the point people for the community colleges in the new metadata standards and procedures
 - b. Do training with member campuses and faculty and staff as requested
3. Marketing
 - a. Consider creating a community college use community
 - b. Contact all community colleges to have them increase their use of the Hub (uploading and using artifacts)
 - c. Increase the utilization of existing artifacts (to be measured)