As subject coordinators, we are involved and participate in the following themes:

**Defining Team Goals**
- New process for staff

**Team Building**
- Colleagues that sit in two teams
- Changes in subject assignment
- Coordinators have different styles

**Staffing**
- Provide consistent level of service
- Changes in subject responsibilities & team membership
- Need for back-up for sabbaticals and/or long-term leaves

**Co-teaching**
- Develop training procedures/workshops
- Create a repository for guide, slides, worksheets & assignments
- Participation
- Instruction calendar
- Engagement

**Collections**
- RSS staff engagement/acceptance
- No STEM Collections Librarian
- Hybrid model

**Assessment**
- Are Individuals Accepting the New Role?
  - Staff engagement while setting up Individual & Team goals
  - Change in organizational culture
  - Implementing knowledge sharing database (Sharepoint). Includes:
    - teaching resources, outreach activities, back-up liaisons, etc.
  - Co-teaching/shadowing
  - Establish guidelines for research desk

- Assessing the Level of Service
  - Capture the Number of Connections
  - Teaching, Consultations, Outreach, Research desk
  - Capture the Quality of Connections
    - Summative and Formative Assessment
  - Outreach and Relationship Building with faculty and students
  - Assessment of research desk