Central New York Library Resources Council

Continuing Education

May 16, 2011

2:30pm

**Present:** Meg Van Patten (Baldwinsville Public Library), Chair; Kyungjin Park (OCPL); Louise Charbonneau (MVCC); Anne DeBraggio (Kirkland Town Library); Déirdre Joyce (Assistant Director, CLRC), liaison; Debby Emerson (CLRC); Claire Enkosky (CLRC)

**Absent**: Brad Long (SUNY Upstate)

Meg called the meeting to order at 2:39.

1. Action Items

* Add to agenda: First Mondays workshops (Déirdre)
* Email Déirdre any ideas for the project management workshop
* Email the committee the comprehensive list of ideas for CE workshops (Déirdre)

Agenda items

1. Welcome and Introductions
2. Motion to approve minutes from the meeting of March 24th, 2011 made by Louise. Approved (S/A).
3. Action items
   * LSTA Report
     + Déirdre did send the LSTA report to the committee members.
     + Sent because the LSTA grant was basically a CE grant.
     + Interim report was presented on January 31st, 2011.
   * Needs Assessment
     + Déirdre did send the survey draft to the CE members
     + Committee’s comments will be incorporated into the survey and then another draft will be sent out for final approval and revisions by the end of the week.
     + Additional comments:
       - Ask if they would be interested in slightly less formal evening classes
       - Take out the neutral option on any likert scale so that they must choose either ‘agree’ or ‘disagree.’
4. Continuing Education Update

* Past Events:
  + College of DuPage (4/8)
    - Not too many people attended.
  + Social Networking (4/20)
    - 5-6 people attended here. Got good feedback.
  + AskUs 24/7 Demo (4/25)
    - Good feedback.
  + Preservation of Scrapbooks (4/27)
    - Very good feedback.
  + Access to Justice (5/10)
    - Pretty good feedback. Local law librarian was the most popular aspect of the presentation.
    - Feedback form received from 8 out of 12 at one session and 7 out of 10 at the other. Open-answer feedback was constructive and helpful, although the responses were all over the board (i.e. half of the respondents said it was too slow, half of them said it was too fast).
* Upcoming Events:
  + Basics of Archival Management (5/26)
    - A good number of people are already signed up.
  + ILL Workshop (6/10)
    - Already at the break-even point in terms of registration.
  + Book Repair 101 (6/13 & 6/14)
    - Syracuse has 10 people signed up so far. Utica has only had 3 people sign up, but the presenter has already purchased an airplane ticket.
    - Send out the email again and recommend it specifically for library volunteers to attend.
  + Project Management Fundamentals (6/20)
    - This will be customized from a very broad-stroked project management discussion. The speaker will address the fundamentals and then use examples from libraries (like space remodeling or transition to a new ILS) to fill in.
  + Picasa (6/29)
    - Barbara Moore
  + Connecting to Kids (7/20)
    - The Syracuse side (in Cortland) already has a lot of responses.
  + Preservation and ILL in a Digital Age (7/26)
    - Webinar arranged by Debby.
    - Done through a company called Academic Impressions.
  + Dropbox (7/27)
    - Barbara Moore
  + New Challenges for Libraries (7/28)
  + NOVEL (8/8)
    - Done by a school librarian as a webinar
    - Hopefully to be available as part of training on demand via WebEx

1. NYLA Continuing Education Update (Meg)

* Both upcoming CEs for NYLA are in Saratoga
  + June 2nd: Frankenbooks: Understanding the eBook Opportunity
  + June 3rd: Future Ready: What is the new normal and what are the customers expectations?
* NYLA conference in the fall, also in Saratoga
  + Beyond the bullet point
  + Performance metrics for greater success
  + Mother goose on the loose
  + Copyright bootcamp
* Leadership Academy
  + Mid-career librarians apply for this leadership academy in the summer which cover many different aspects of professional development
* Working on a sign language for library staff workshop

1. Workshop Ideas

* Time management
  + Déirdre would like to see something on EverNote, possibly with an expert with the software to teach an online tutorial.
  + She also referred to an organizational system called “Getting Things Done”
* Stress management or Change management
  + Kyungjin suggested a workshop to help Library Assistants and other staff members adjust to major library changes.
  + Debby knows a woman at Hamilton College, Susan Mason, who could potentially teach a course on stress management.
  + Kyungjin suggested a wellness component to events like the Library Assistant’s day. This could be marketed to the library directors as a way to decrease fringe benefit rate.
    - There is an existing wellness program through Onondaga county. They may be willing to send someone, like Dulce Fernandez, the Wellness Coordinator, to talk about things like ergonomics.
    - It was suggested that Library Assistant’s day have massage chairs. Debby remarked that the event cannot look too unprofessional or directors will be reluctant to send employees.
* QR codes
  + Jane Verostek of ESF is very interested in this
* Sharing tools (e.g. Wikis, Sharepoint, Dropbox)
* Bus trip to fantastic libraries
* WebEx tutorial online to help reach distant libraries

1. New Business/Other

* Unconference
  + Using the theme “Library as Space and Place”
  + Two fold purpose:
    - to provide Twitter tutorial and practice
    - to discuss and generate ideas about libraries’ physical space and roles as a location
  + In the morning session, there will be three hours of “lightning talks,” in which each participant speaks for five minutes and once an hour or so there is a break for discussion. In the afternoon session, there will be two hours of “birds of a feather,” in which participants create their own small group discussions to focus on what they want to explore. There will be tweeting all day long and the Twitter feed will be visible on a projection screen.
    - Ann expressed interest in the Twitter component because she and her colleagues have Twitter accounts but do not actively tweet.
  + The committee felt that July 25th was a better day for a CE event than July 29th because people are less available on Fridays in the summer.
* Déirdre will be finished with her inSync training this Friday, May 20th. She is creating an interactive WebEx class on using the project client in CONTENTdm. Her capstone training will be done throughout the month of July.
* Continuing Education vouchers
  + Déirdre has talked to Amigos and they are willing to give CLRC a good deal when purchasing a group of training vouchers.
  + CLRC will offer these to the membership for free or at a reduction.
  + Amigos would like to know what kind of training they are interested in, so the results of the CE survey will be forwarded to them. They will structure their on-demand classes around the survey results.
* From now on, CLRC will email the scanned certificates of completion so that participants can print the certificate when they get back to their office.
* New CLRC Website
  + There will be a CE tab in the new website’s menu, as well as a Google Calendar plug-in on the first page to include CE events.
    - Déirdre has enabled attachments on the calendar so that people can click the event and see attached slides or handouts.
    - Ann recommended that the calendar also include NYLA events so that there is no overlap.
* Membership confusion
  + Kyungjin remarked that her staff is confused about membership. They do not always understand that because their institution is a member, they can pay the “member prices” of CE events.
  + Meg suggested a campaign or communication to explain how membership works and how to join.
  + Debby explained that the Executive Board is meeting this week to discuss possible individual memberships for those librarians who are unaffiliated with member institutions.
* Committee additions
  + Kyungjin recommended that the committee add another person to get more participation.
  + Louise suggested that another academic librarian be added.
  + Déirdre recommended that the committee wait until the next term. CLRC is considering Ellen Nutting from EOC, who does a lot of Microsoft training.
  + All committees have been asked to think about continuing education events so that the onus is not entirely on the CE committee.

1. Next Meeting: **Monday, July 18th at 3pm.**
2. Adjourn

Motion made by Kyungjin Park to adjourn (S/A) at 3:30.

Respectfully submitted,

Claire Enkosky

Special Projects Assistant for CLRC