Central New York Library Council

Continuing Education Committee

12/10/2012

2:00pm

**Present**: Meg Van Patten (Baldwinsville Public Library), Chair; KyungJin Park (OCPL) ; Déirdre Joyce (CLRC); Stephanie Helsher (CLRC)

*Via Teleconference:* Anne DeBraggio (Kirkland Town Library); Marianne Hanley (Syracuse University); Julie Zhu (Bryant Stratton College); Katie Bova (Proliteracy Worldwide); Heather Urtz (Mid-York Library System)

**Absent**: None

**Action Items**:

* Julie to send email link to free SUNY Brockport webinars to the committee
* Every committee member is responsible for coming up with one question for the summer Lite CE before the March committee meeting; Déirdre to send reminder email with minutes and a link to the old questions
* Committee members to informally promote First Mondays through emails to library people they associate with
* Déirdre to add Preservation Week on the catalog, and to note to watch for relevant classes
* Déirdre, Marianne, and David Stokoe to solidify plans for the preservation series a bit more

**Agenda Items**:

Meg called the meeting to order at 2:05

* Welcome and Introductions
  + Louise Charbonneau can no longer serve on this committee because she has been voted onto the Board of Trustees
  + Jennifer Milligan: the standing meeting time is not good for her; she will join the legislative committee
  + Katie Bova has joined the committee
    - She is the Resource Center Director/Librarian at Proliteracy Worldwide-- a National & International organization for adult literacy, headquartered in Syracuse
    - Works with the Colvin Center, which is the hub for Proliteracy programming in Syracuse. They offer digital literacy instruction and leadership training.
    - Anyone is invited to come visit the new location is Syracuse (moved there within the past 6 months)
    - She’s happy to be involved in the committee
  + Stephanie is the new Clerical Assistant in the CLRC office, will be taking notes for the meeting
    - Graduate student at SU, pursuing an MLIS
    - Does support work in the office for CE events
* Approval of September 10th minutes
  + Anne moved to approve the September 10, 2012 minutes (S/A)
* Continuing Education Update
  + Lynda.com is an asynchronous training program
    - CLRC has purchased 15 licenses to rotate among members; they are being lent out for periods of 2 weeks or 1 month
    - Modeled after the way Northern New York Library Network has handled Lynda licenses
    - Availability is being advertised, and Déirdre is arbitrarily choosing a Lynda class of the week to advertise
    - DeAnn Bus (Head of IT at SU); excited about it since her staff has been asking for access to this
    - This type of training is valuable because there are disparate levels of technical expertise, making in-person training a challenge
    - People have been signing up for the licenses, but aren’t using the licenses regularly; many end their 2 week or 1 month without using the license once
    - Will be ordering 5 more licenses; this brings us to another price-point and is a cost-effective move
    - Metro has 30 licenses and is increasing to 60; possible collaboration on purchasing through NY3Rs? Shared licenses should not impact the user. There are mechanisms in Lynda to assign sub-administrators
    - If people are activated during a difficult time to utilize the program, Déirdre can move them to a more convenient time
    - Atomic Training might be an alternative to Lynda, though it’s not a polished or deep as Lynda
* Review of Previous Action Items
  + Nancy Howe event moved to January: Pinterest & Tumblr class on January 17th
  + SUNY Brockport webinars: free webinars ended?
    - Julie to email links to free webinars
  + Gaylord Tour went well
  + Weekly newsletter—people on the committee who weren’t receiving it weren’t on the mailing list
    - People still aren’t seeing it all the time; First Mondays are struggling
    - Meg suggested a message through NYLINE to put the address in the safe send email list
  + Lite summer CE ideas
    - Déirdre to send out a reminder
    - July & August are heavy on vacation, but if we give enough time people can work around that
    - Need to develop a timeline
      * June 3rd : Start promoting the program, let people organize their teams and encourage virtual teams. Send out teaser questions from the previous year
      * July 8th : Questions released
      * August 5th : Clues released
      * Labor Day (9/2): Last day
    - Intent: getting people into other libraries, talking to each other, learn about other things from other libraries
    - Create more generic questions that can be answered by multiple libraries?
      * PR should encourage virtual teams; people can utilize those varying locations to divide the legwork
      * More points for going out & getting around, but it’s not a necessity (will increase point value)
    - Everyone on the committee to come up with a question before the March meeting, then people in the CLRC office will make up the difference
    - Award 5 points for attending First Mondays
* Continuing Education Update (Continued)
  + Déirdre working on the spring course catalog
    - January
      * Nancy Howe’s Pinterest & Tumblr class
      * Digitization Camp 9th-11th (will publicize, but will be a more select group); Maija will be doing digitization project planning, and Déirdre will be teaching about the project client tool
      * NY3Rs class through Amigos (Dealing with Communities After Disaster)
      * First Monday at Waterville Public Library; winter the best time to visit the observatory (evening)
    - February
      * Peter Iglinski to do a ½ day advocacy class. This will be bundled with the bus for Advocacy Day
      * Linda Galloway to do a Zotero training class (she won a scholarship from us to attend a Zotero training class); Zotero is a bibliographic tool like Refworks or Endnote. It is a free, open-source bibliographic tool
      * NY3Rs class arranged by South Central Council
      * DHP grant program
      * First Monday: SUNY Upstate
    - March
      * Advocacy Day (no First Monday)
      * 3rd class in Management series: Performance Coaching
      * University Archivist Roundtable at Colgate
      * Déirdre giving NY3Rs class in March on Basic Handling of Archival Materials
    - April
      * First Monday: Fayetteville Fab Lab
      * Last in Management series: Managing Effective Meetings
        + Attendance hasn’t been great
        + Coupons for attending multiple classes in the series are being offered
      * Class on Evernote (productivity software)
      * Library Assistant’s Day; rescheduled due to Sandy
        + Is April too saturated for this? Spring break?
      * Warren Graham: 4/24 at Proliteracy
    - May
      * First Monday: Erie Canal Museum
      * Oral History Week
      * IM Productivity & Reference
      * Special Collections Roundtable (University of Rochester)
      * OCPL geneology
      * Poster presentations?
  + First Monday re-boot: everyone has something special to offer. Started in December with Baldwinsville
    - Announcements for First Mondays aren’t working
    - Committee members to send out informal emails about First Mondays to potentially reach an untouched audience, or just lend a new voice to the message
    - Selected library to show off what they’re doing, but it leads to a larger discussion with what other libraries are doing and becomes a forum for sharing
    - Award 5 points on the summer scavenger hunt for attending a First Monday
* NYLA Continuing Education Update (Meg)
  + Nothing specific; committee meeting in a few weeks
* Workshop Ideas
  + More webinars; NY3Rs are synchronous learning, and Lynda is asynchronous
  + NYLA doing some webinars, too
  + SMART working on RDA workshops that will be web-conferenced
  + Send workshop ideas to Déirdre at any time
  + Marianne, David Stokoe and Déirdre have been discussing a preservation series on disaster preparedness with some outside speakers
    - Preservation week is in April and would fit in nicely there
    - A note can be made on the catalog to watch out for relevant classes
* Next Meeting: Monday, March 11, 2012 at 2pm
  + Is this the optimal time for meeting?
  + Katie’s staff leave at 4:30, so starting at 3 would be too late for her; Anne agreed.
  + Meeting time left at 2

Heather motioned to adjourn at 3:12 (S/A)

Respectfully Submitted,

Stephanie Helsher

Clerical Assistant, CLRC