

Approved, April 3, 2008

SENYLRC Continuing Education Committee

DATE: October 11, 2007

MINUTES AND ACTIONS

Attendees: Rebekkeh Smith Aldrich, Danielle Boyea, Susan Kraat, Vivian Milczarski, Sunya Notley, Leslie Riley, Wendy Swik, Judy Fischetti

Excused: Betsy Cawley, Janet Caruso, Kristy Lee, Amy Raff

ISSUES DISCUSSED:

- Judy reviewed the purpose of the committee and the committee's meeting guidelines.
- Judy reported on recent Southeastern training:
 - June - PowerPoint and Excel Beyond the Basics. The Excel class was "way" beyond the basics.
 - July – National Library of Medicine: Pub Med and clinicaltrials.gov. There was a good turnout and the training, provided by the NN/LM National Clearinghouse staff from the NY Academy of Medicine, was excellent.
 - August – “Exploring the Current Web Toolbox” by Robert Lackie and Methods and Free Online Tools for Sharing Digital Photography by Renee Lackie. If the photography class is held again, changes will be suggested to the trainer for additional hands on time and for participants to work with their own cameras.
 - October – Digitization Basics: Management Essentials and Copyright by Tessa Killian.
- Forthcoming training classes include: HRVH training classes by Jen Palmentiero and Basic Cataloging by Denise Garofalo. The Regional Interlibrary Loan Committee is planning a second ILL Day tentatively scheduled for spring 2008. A technology related event is being planned in conjunction with the TRAC committee.
- The post office offers a free class on using eBay. The committee discussed the value of this training and concluded that it may be more of a personal than library related interest. Rebekkeh remarked that it was labor-intensive to check eBay for de-accessioning books.
- The committee discussed the usefulness of offering DuPage Teleconferences at Southeastern. Judy mentioned that the conferences were not well attended in the past. Leslie suggested that SENYLRC may consider providing a facilitator at the end of the teleconference.
- The TRAC subsidy for Element K (training online) is tabled for now. Staff found little time to complete the training. NYLA offers the training, funded by the Gates Foundation, free of charge to public library staff.
- The revised CE evaluation form, completed by the committee last year, has proven to be quite useful.

- Committee members engaged in a roundtable discussion of CE at their respective libraries.
 - Danielle: School librarians often don't have time during the day for training. Training co-sponsored by BOCES may help attendance. Upcoming Professional Development includes: ELA/Social Science Resources and Math Science World by Robert Lackie, a book banquet which is always popular, and a "Fall into Books" with featured authors. Training is open to the faculty.
 - Leslie: CE included book discussion with pre-assignments by participants, and Spanish language outreach activity to find out what is working and what is not.
 - Rebekkah: CE meets 2 times a year and includes: quarterly new staff orientations, presenters returning from training, online databases, a lot of trustee training and training on demand. MHLS surpassed 1000 in attendance for the year, thus far.
 - Sunya: Nyack has a small staff and is focused on developing expertise and expanding skills needed in teaching a 1 credit literacy class.
 - Wendy: The Academy offers a ½ credit course covering library skills to a limited number of students.
 - Susan: Professional training: "Big Read" from the National Endowment of the Arts, Web 2.0, Project Muse and other trial databases.

ACTIONS/RECOMMENDATIONS:

- The minutes from the June 12, 2007 meeting were approved.
- The Academic Library Directors need volunteers to create four forums geared towards Academic Libraries:
 - Strategic Planning
 - Outreach and Marketing
 - Information Commons
 - Federated Searching and the Value of Ebooks
- Hospital Libraries need MLA credit classes and suggested the class "Reverse Strategic Planning" taught by Pat Wagner. It was suggested that this class be re-titled "Planning When There's No Time to Plan" would apply to non-medical libraries, as well. Other classes were suggested by the CE committee including customer service, "Think like a manager" and presentation skills.
- Future meeting dates are January 10, 2008 from 1 – 3 PM (snow day: January 17); April 3 and June 10.

NEXT MEETING: January 10, 2008 1 – 3 PM (snow day: January 17)

LOCATION: Southeastern

RECORDER: Wendy Swik