

## Southeastern New York Library Resources Council Five Year Plan of Service July 1, 2001 -- June 30, 2006

<b>Mission Statement:</b>	The Southeastern New York Library Resources Council (SENYLRC) is a consortium of academic, special, hospital, research public and public/school library systems in the counties of Columbia, Dutchess, Greene, Orange, Putnam, Rockland, Sullivan, & Ulster. SENYLRC's purpose is to provide a leadership role in assisting and facilitating member libraries and library systems to cooperate and collaborate to advance the provision of timely reference and research resources and services to their community of users.				
<b>4) Continuing Education</b>		<i>Vision: an active program of library education and staff development opportunities that positions library staff to provide effective information delivery and library service in this ever changing social and technological environment.</i>			
Year	Goals	Activities	Funding	Players	Results
Ongoing	<b>CE-O G-1 CORE LIBRARY SKILLS</b> An annual program of staff development targeted to both professional and support library staff from all types of libraries to address the core skills needed to provide library and information services	CE-O 1.1 Develop a workshop schedule that leads to a minimum of two programs per year on topics that address core library skills required to manage and provide quality library and information service	Workshop Fees	CE Comm., Staff	A minimum of 2 workshops per year
		CE-O 1.2 Provide leadership training for Committee chairs	SENYLRC	Committees, staff	Effective meeting management
Ongoing	<b>CE-O G-2 INFORMATION TECHNOLOGIES</b> An annual program of staff development to help professional and support library staff from all types of libraries to understand, manage and use new information technologies	CE-O 2.1 Develop a workshop schedule that leads to a minimum of two programs on the understanding, management and use of new technologies	RBDB, LSTA	CE Comm., Staff, RAC	A minimum of 2 workshops per year
Ongoing	CE-O G-2	CE-O 2.2 Provide training workshops on programs and services coordinated and/or provided by SENYLRC-	RBDB	Staff, CE Comm.	A trained clientele on the effective use of such services as VDX,, Docline, etc.

Sec. 4 Continuing Education

Ongoing	CE-O G-2	CE-O 2.3 Coordinate with the service development Task Force to build a CE program around service development initiative	RBDB, LSTA, Fees	CE Comm, Serv. Dev. Task Force, Staff	One or more programs on leading technology initiatives and related pilot programs
Ongoing	<b>CE-O G-3 CE COLLABORATION</b> Broader access to staff development workshops that are sponsored by other organizations from both in and outside the region	CD-O 3.1 Collaborate with <u>public and school library systems in region</u> , other 3R and library systems in the surrounding regions, and other agencies to co-sponsor joint workshops		CE Comm, Staff	A variety of CE programs available to librarians in the region
Ongoing	CE-O G-3	CE-O 3.2 Provide forum(s) for other SENYLRC committees, interest groups and ad hoc groups to submit to the CE Committee ideas for continuing education programs		all committees, Staff	CE opportunities on a multitude of topics and issues
Ongoing	<b>CE-O G-4 EFFECTIVE ADMINISTRATION</b> An efficient operation and procedure for planning, promoting, registering and administering the workshops	CE-O 4.1 Identify and utilize remote training facilities in addition to SENYLRC facility	grants, fees	CE Comm., Staff	Increased number of attendees to CE programs
Ongoing	CE-O G-4	CE-O 4.2 In close cooperation with the <u>other library systems in the region</u> , maintain a centralized calendar of all CE opportunities available to library staff in the region		Staff, CE Comm.	A "one-stop shopping area" for staff development workshops
Ongoing	CE-O G-4	CE-O 4.3 In collaboration with <u>other library systems</u> , distribute program brochures, both in printed and electronic format, at least 8 weeks prior to the event		Staff, CE Comm.	Advance publicity resulting in individual and institutional scheduling leading to increased program attendance
Ongoing	CE-O G-4	CD-O 4.4 Review registration and attendance notification process and revise if necessary to improve customer service			Better understanding of individual attendance status
Current Year 2000-2001	CE-00 G-1 CORE LIBRARY SKILLS	ongoing	ongoing	ongoing	
2000-2001	CE-00 G-2 INFORMATION TECHNOLOGIES	ongoing	ongoing	ongoing	
2000-2001	CE-00 G-3 CE COLLABORATION	ongoing	ongoing	ongoing	

Sec. 4 Continuing Education

2000-2001	CE-00 G-4 EFFECTIVE ADMINISTRATION	CE-00 4.1 Determine the effectiveness and appropriateness of every SENYLRC-offered CE program through a easy-to-use evaluation instrument		CE Comm.	Improved program planning
2000-2001	CE-00 G-4	CE-00 4.2 Undertake a continuing education needs assessment of the library professional and support staff in the region		CE Comm.	Improved program planning
2000-2001	CE-00 G-4	CE-00 4.3 Develop a CE fee structure, in conjunction with grant-funded CE programs that results in an equitable and affordable funding stream for CE programs	fees, RBDB, LSTA	CE Comm, Board	Funding for continuing education programs
2000-2001	CE-00 G-4	CE-00 4.4 Explore provision of CEU's, consulting the committee work on this issue in 1995		CE Comm.	Recognized proof of program attendance
Year 1 2001-2002	CE-01 G-1 CORE LIBRARY SKILLS	Ongoing	ongoing	ongoing	ongoing
2001-2002	CE-01 G-2 INFORMATION TECHNOLOGIES	Ongoing	ongoing	ongoing	ongoing
2001-2002	CE-01 G-3 CE COLLABORATION	Ongoing	ongoing	ongoing	ongoing
2001-2002	CE-01 G-4 EFFECTIVE ADMINISTRATION	Ongoing	ongoing	ongoing	ongoing
Year 2 2002-2003	CE-02 G-1 CORE LIBRARY SKILLS	Ongoing	ongoing	ongoing	ongoing
2002-2003	CE-02 G-2 INFORMATION TECHNOLOGIES	Ongoing	ongoing	ongoing	ongoing
2002-2003	CE-02 G-3 CE COLLABORATION	Ongoing	ongoing	ongoing	ongoing
2002-2003	CE-02 G-4 EFFECTIVE ADMINISTRATION	Ongoing	ongoing	ongoing	ongoing
2002-2003	CE-02 G-4	CE-02 4.1 Explore opportunities for distance learning and in-region sponsored teleconferences, incorporating new technologies such as satellite dishes in the region	grants, fees	CE Comm.	Increased options for program delivery

Sec. 4 Continuing Education

Year 3 2003-2004	CE-03 G-1 CORE LIBRARY SKILLS	ongoing	ongoing	ongoing	ongoing
2003-2004	CE-03 G-2 INFORMATION TECHNOLOGIES	ongoing	ongoing	ongoing	ongoing
2003-2004	CE-03 G-3 CE COLLABORATION	ongoing	ongoing	ongoing	ongoing
2003-2004	CE-03 G-4 EFFECTIVE ADMINISTRATION	ongoing	ongoing	ongoing	ongoing
Year 4 2004-2005	CE-04 G-1 CORE LIBRARY SKILLS	ongoing	ongoing	ongoing	ongoing
2004-2005	CE-04 G-2 INFORMATION TECHNOLOGIES	ongoing	ongoing	ongoing	ongoing
2004-2005	CE-04 G-3 CE COLLABORATION	ongoing	ongoing	ongoing	ongoing
2004-2005	CE-04 G-4 EFFECTIVE ADMINISTRATION	ongoing	ongoing	ongoing	ongoing
Year 5 2005-2006	CE-05 G-1 CORE LIBRARY SKILLS	ongoing	ongoing	ongoing	Ongoing
2005-2006	CE-05 G-2 INFORMATION TECHNOLOGIES	ongoing	ongoing	ongoing	Ongoing
2005-2006	CE-05 G-3 CE COLLABORATION	ongoing	ongoing	ongoing	Ongoing
2005-2006	CE-05 G-4 EFFECTIVE ADMINISTRATION	ongoing	ongoing	ongoing	Ongoing

