

## INCOL CONTINUING EDUCATION COMMITTEE

### Report of Activity: April 2013

During the previous 12 months INCOL's Continuing Education Committee has been very active. We have met twice since the April 25, 2012 meeting where the chair position was transferred to Kelly O'Brien Jenks (December 10, 2012 and January 18, 2013) and will meet a third time (April 29, 2013) to conclude my work in this position and turn the chair position over to our new co-chairs: Janine Odlevak and Paula Swan. All meeting minutes are on the Inland Northwest Council of Libraries website (<http://incol.sclld.org/>) and show dates of meetings, attendees and business conducted.

#### Changes to the Structure of Committee Leadership:

It was agreed upon by mutual consent of the previous chair of the INCOL Continuing Education Committee, Carlie Hoffman, current chair, Kelly Jenks, and future chairs Janine Odlevak and Paula Swan, that a leadership team consisting of these three positions would work to fulfill the chair duties during any specific year. This is a new model of leadership for our committee, and over the ensuing months the four of us have worked together to make decisions and conduct the business of the committee with the strength of institutional memory provided by the previous chair, the energy and motivation of the current chair while bringing along the upcoming co-chairs so that their new role will not be so foreign to them. Next year Kelly Jenks will function as previous chair, Janine Odlevak/Paula Swan will be current co-chairs and an as yet un-named person will serve as future chair.

#### Updates to the Documentation on our Website:

I would like to take notice of and express gratitude to Carlie Hoffman for the leadership she provided during her role as chair in migrating our web presence into a WordPress Blog and the service she continues to provide in organizing, updating and adding to this INCOL web tool. Seeking to support the new nature and usefulness of our website, the committee undertook to examine our documentation and bring what is posted there more in line with current practices of other regional consortia like INCOL. We wanted our documentation to reflect the true nature of our work and provide information and support to our constituent libraries as well as others in the profession who might be looking for information about INCOL.

To this end the committee created, approved and posted a *mission statement* for the INCOL Continuing Education Committee and is in the process of writing, approving and posting *job descriptions* for:

Past Chair (Secretary)/Current Chair / Future Chair – Leadership Team  
Webmaster  
Person in Charge of Workshop Registration

It has been quite some time since the document naming our *chair rotation* has been updated and in the intervening years changes to the administrative structure of some libraries within the consortia

has changed. To reflect these changes and make other appropriate accommodations, an updated list of institutions with representatives to the committee who are in line to serve as chair, was created, approved and posted. INCOL member libraries change representatives from time to time and an updated list of libraries/representatives/contact information was created.

Additionally, we are working on a loose *timeline* of how to organize and plan the workshops as a help/advisory to those in the current chair position.

Finally we agreed that a part of the job description of the current chair is to write a short *summary* of the activities of the year at the end of their term. This document fulfills that mandate.

Other Business:

Members of the Continuing Education Committee noticed that there were libraries in our consortium that do not have representation on the committee. We divided up a list of those libraries among ourselves, contacting them to seek representatives. I expect those of us who made contacts will report on our progress at the April 29, 2013 meeting.

We also noticed that there are a number of libraries in the area who might want to join INCOL or at least be notified of events so they could send their library personnel to workshops. No definite plan of action has been formed, but an impressive list of "outsider" libraries has emerged. It is my expectation that we will develop some strategy about contacting these libraries at the April 29, 2013 meeting.

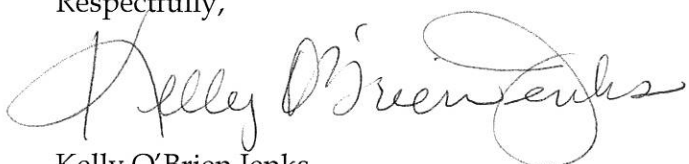
Finally, we noticed that there are a number of organizations locally/regionally/nationally whose purposes support and blend with those of INCOL. We recognized our desire to take advantage of these natural partnerships when possible and appropriate. We realize that this is a departure from our usual practice and something that may need input from our directors. Wishing to honor this chain of command and communication, we are seeking ways to alert our directors of this new interest. I, again, foresee additional input to result in some action after the April 29, 2013 meeting.

Workshops Conducted Over the Previous Year:

October 10, 2012 Dr. Steven J. Bell (Current Chair of the American Library Association's ACRL)  
*Designing Better Library Experiences*

April 9, 2013 Mr. Carson Block (Librarian/Consultant/Motivational Speaker)  
*Choose Your Adventure: How You Shape the Library of the Future Everyday*

Respectfully,



Kelly O'Brien Jenks

INCOL Continuing Education Committee Chair 2012-2013 Gonzaga University Representative