

INCOL Continuing Education Committee Meeting 12/11/2015

In attendance: Lara Cummings, Joanna Bailey, Renee Massicotte-Vezeau, Carlie Hoffman, Dana Dalrymple, Janine Odlevak, and Andrew Chanse

Learning Region

- Janine announced that Selkirk College and the Community Colleges of Spokane collaborate on a project called Learning Region that highlights books related to the region
- they share reading lists and there are events that take place that correspond to the books
- for more information, contact MaryAnn Goodwin at Community Colleges of Spokane County Library District

Fall 2015 evaluations and discussion

- most people who attended seemed happy with the event
- we reviewed which libraries have employees that attended in the past few years and discussed some reasons for low attendance – lack of support from the library administration to attend, distance to workshop were given as possible reasons
- Janine suggested we include Paula Swan on any marketing distribution so she can let the Library Tech program students know about the workshops
- when we receive the marketing materials by email, committee members should pass it on to their own distribution lists, such as academic lists and within their organizations
- looking into holding the next workshop in an area outside of the Spokane/Coeur d'Alene area, possibly also with an online component

Budget

- \$6137 balance
- food for last workshop was \$334.66 compared with previous food costs of approximately \$700 and \$600 in Spring 2015 and Fall 2014
 - o people commented that they wanted tea in addition to coffee

Spring 2016 discussion

- April 15 or the first week in May were noted as good dates
 - o Lara will speak with Trevor Dawes to see which date(s) he prefers
- Lara will look into a room and parking arrangements at Washington State University
- Dana can prepare the flyer as long as she has the information before mid-April

Andrew Chanse

- Andrew is the current chair of INCOL
- he apologized on behalf of the directors/deans for being absent in recent years
- directors were asked what role they see the organization having and they are pleased with the work of the Continuing Education (CE) Committee and want to provide support to continue the work of the committee
- Andrew asked the committee to consider what the directors can do to help or advance the CE committee
 - o Lara would like to see the deans and directors attend more of the events to encourage more conversation among themselves and among library staff in general

- Carlie would find it helpful if deans and directors would respond more promptly to inquiries about member contact information and CE committee representative contact information
- Joanna suggests that each director needs to be responsible for getting the word out about workshops and encourage their staffs to attend the workshops
- discussion of a survey for CE committee members to get more ideas and suggestions for the deans and directors
 - Lara agreed to prepare a survey and distribute it to committee members