

# MSL Continuing Education and Certification Task Force

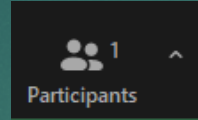
MEETING 1 – SEPTEMBER 29, 2022

1:30 – 3:00 P.M.

# Zooming like a pro!

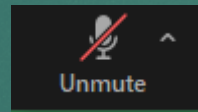
- Rename Yourself

- Open “Participants”
- Hover over your name
- Click “Rename”
  - Include your name, library, and role



- Audio

- Remain muted unless speaking to avoid background noise. Click “unmute” to speak up.
- If you do not have a microphone, you can call in on a phone.



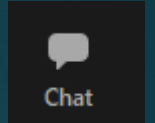
- Video

- We love seeing your smiling faces, but if you prefer to, you can turn video off by clicking “Stop Video” in the lower left-hand corner of the Zoom screen.



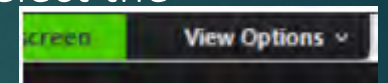
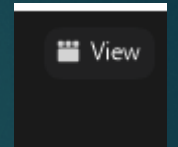
- Chat

- Click the “Chat” icon to add your comments or questions.



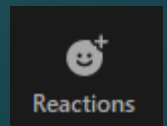
- View Options

- Choose how you want to see the speaker and other participants. Choose gallery for the Brady Bunch effect.
- During screen sharing, select “View Options > Zoom Ratio” to select the best setting for your screen



- Reactions

- Click on the “Reactions” button to raise your hand, give applause, or use other emojis to express yourself





# Agenda and Objectives

# Today

## Agenda

- ▶ Welcome and Introductions
- ▶ Orientation to the Task Force Charge
- ▶ Timeline Overview
- ▶ Resource Review and CE Program Data
- ▶ Goals of the Certification Program
- ▶ Public Comment
- ▶ Next Steps

## Objectives

- ✓ Connect the Task Force (TF) Members
- ✓ Orient TF to the charge
- ✓ Orient TF to resources and data
- ✓ Complete first draft of program goal recommendation





# Introductions and Meeting Norms

# Task Force Members

- Jennifer Ball, Stillwater County Library Director
- Colet Bartow, Continuing Education Coordinator, Montana State Library
- Carmen Clark, Bozeman Public Library Staff
- Miranda Evenson, Sidney-Richland County Library Staff
- Pam Henley, Statewide Consulting Librarian, Montana State Library
- David Ingram, ImagineIF Libraries Trustee
- Tina Peterson, Harlowton Public Library Director
- Robyn Scribner, Montana State Library Commission Member



Hi! My  
name  
is \_\_\_\_\_!

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Who are you?

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Where are you from?

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Why did you agree to join the  
Task Force?

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What brought you to library  
work?



What will our meetings be like?



Information Sharing



Discussion



Recommendations





# How will we do our work?



Come to the meeting prepared



Start and end on time.



Take breaks as needed



Be in touch if you can't join a meeting, catch up with the recording.



?? Other "norms" ??

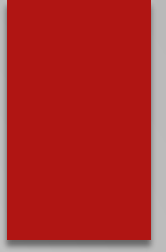


# Charge to the Task Force

- ❑ Participate fully in the activities of the task force as a representative of library sizes, types, geographic location, and staff roles
- ❑ Review and consider continuing education needs and priorities as identified by MSL Core Services Committees and the Network Advisory Council
- ❑ Review and consider continuing education needs and priorities as identified by public library trustees, directors, and staff
- ❑ Understand the 2022 Public Library Standards and changes to CE requirements
- ❑ Evaluate the 2009 Goals for the CE Program and make recommendations for changes to the MSL Commission
- ❑ Evaluate the 2009 Continuing Education (CE) program requirements and make recommendations for changes to the MSL Commission



# Timeline and Resources



# CE Program Timeline

1990

- Program Initiated

1997

- Program Maintained
- Directors Required to Certify

2009 Updates

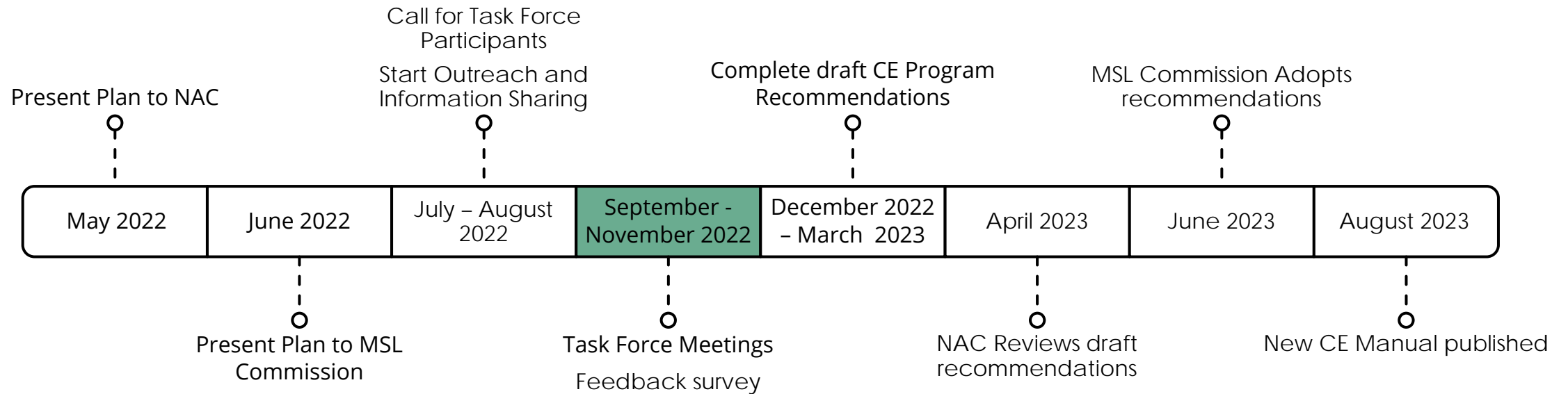
- Renamed
- Program Requirement Update

2022

- You Are Here!



# CE Program Update Timeline



# Task Force Meetings

Proposed Meeting  
Schedule (1:30 - 3:00 p.m.)

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Thursday, September 29 Introductions and Goals Discussion

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Thursday, October 6 Library Administration Track Requirements

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Monday, October 17 Trustee Track Requirements

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Monday, November 7 Library Staff Requirements

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Monday, November 14 Review All Requirements

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Monday, November 21\*

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Wednesday, November 30 Finalize Recommendations

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\* Flex agenda as needed



# Goals Review and Discussion

# Administrative Rules of Montana (ARM)

Effective July 1, 2022

## 10.102.1160 PERSONNEL

(3) The board adopts a sufficient budget for continuing education

(5) Staff have the tools and training they need to perform their work

(6) The Director is or will be certified by the Montana State Library within the required timeframe mandated by the certification program adopted by the Montana State Library Commission

(7) Directors of libraries that serve over 25,000 people have a Master of Library Science or equivalent degree





# Current CE Program Goals

- ▶ Promote continuing education and its impact for quality library services
- ▶ Bring the Montana Library Certification Program into line with more recent competencies and certification programs such as Western Council and ALA
- ▶ Improve recognition for librarians who participate and libraries that encourage staff to continue learning by:
  - ▶ Improving how certified librarians are recognized
  - ▶ Differentiating between minimum and extraordinary efforts
  - ▶ Making the program certificate a useful tool for hiring and promotion
- ▶ Develop a track for public library directors that:
  - ▶ Requires continuing education for all public library directors
  - ▶ Is more meaningful for what they need to know
- ▶ Develop a voluntary track for trustees and/or library boards
- ▶ Clarify ambiguous sections of the program



# Feedback on Current Goals\*

What is your role?

[More Details](#)



Are you currently certified through the MSL Certification Program?

[More Details](#)



\* 56 Responses as of September 22, 2022

# Feedback on Current Goals\*

How important is MSL Certification to you in your role? (1 star - not at all, 5 stars - incredibly important)

[More Details](#)

56  
Responses



4.16 Average Rating



\* 56 Responses as of September 22, 2022

# Current CE Program Goals

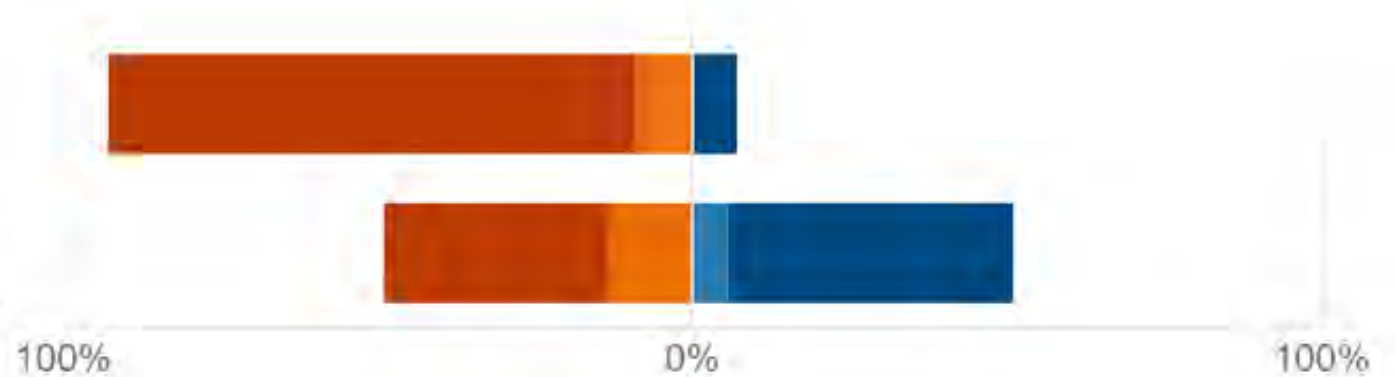
## Goals 1 and 2

[More Details](#)

■ Keep As Is   ■ Change   ■ Discard   ■ No Opinion

Promote continuing education and its impact for quality library services

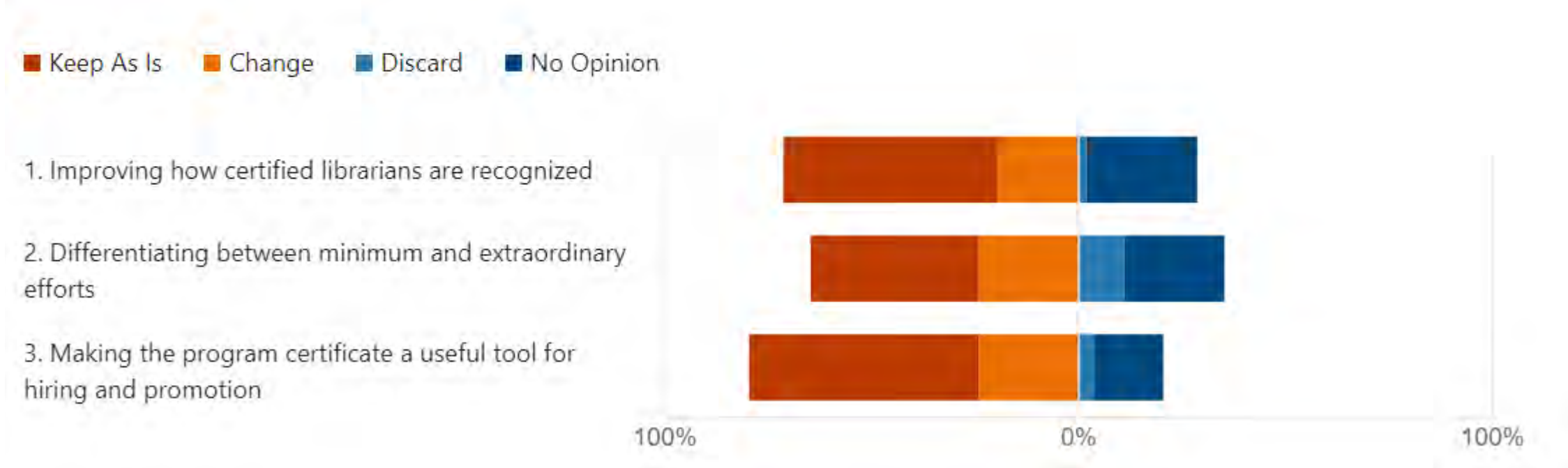
Bring the Montana Library Certification Program into line with more recent competencies and certification...



# Current CE Program Goals

Goal 3 - Improve recognition for librarians who participate and libraries that encourage staff to continue learning by:

[More Details](#)



# Current CE Program Goals

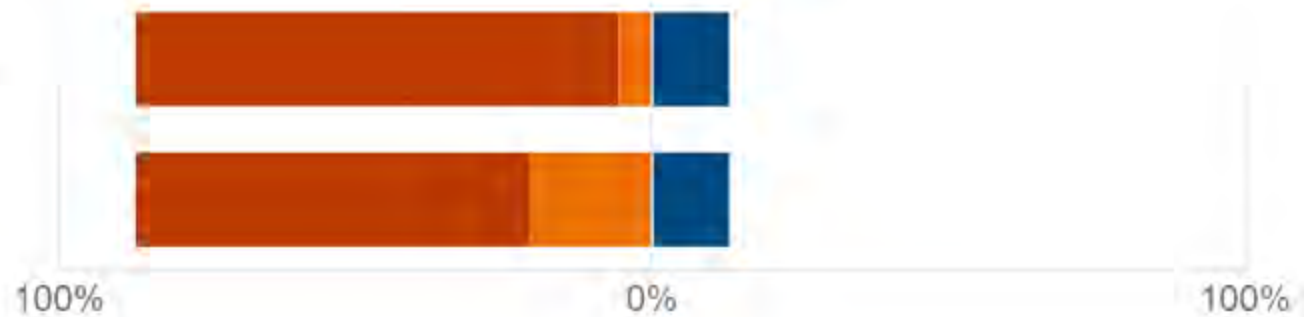
Goal 4 - Develop a track for public library directors that:

[More Details](#)

■ Keep As Is   ■ Change   ■ Discard   ■ No Opinion

1. Requires continuing education for all public library directors

2. Is more meaningful for what they need to know



# Current CE Program Goals

## Goals 5, 6, 7 and 8

[More Details](#)

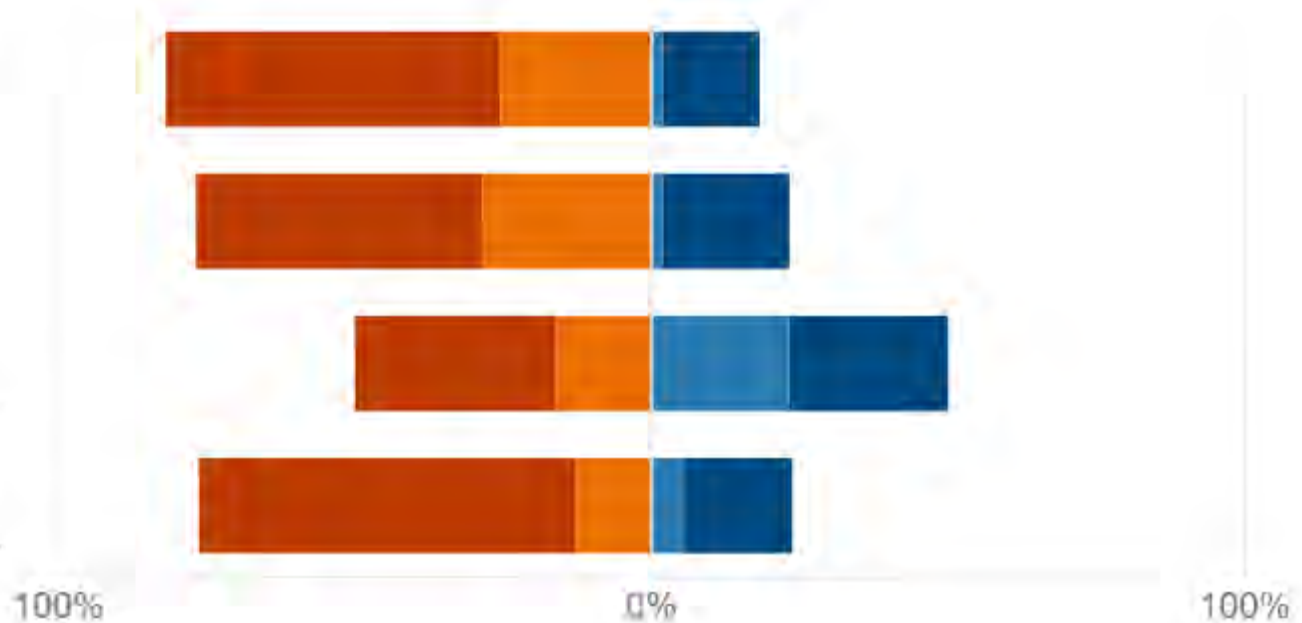
■ Keep As Is ■ Change ■ Discard ■ No Opinion

Develop a voluntary track for trustees and/or library boards

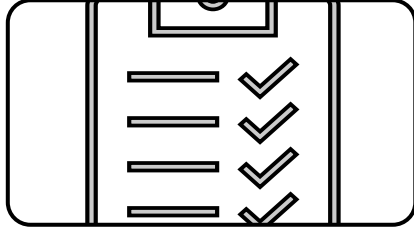
Clarify ambiguous sections of the program

Develop a new tracking system that replaces continuing education (CE) forms requiring presenter...

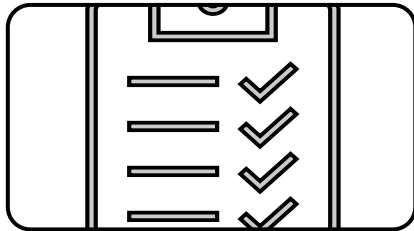
Ask library administrators to be more involved with continuing education needs of staff and with verifyin...



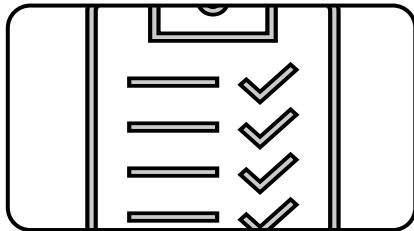
# Goal Development



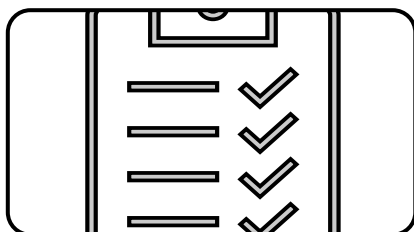
Few



Clear



Actionable



Measurable





# Goals - DRAFT

Goal

Goal

Goal

Goal





# Public Comment and Next Steps

# Public Comment



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State and Spell Your  
First and Last Name

---

Please share your  
comment with the  
Task Force.



# How did we do?

## Objectives

- ❑ Connect the Task Force (TF) Members
- ❑ Orient TF to the charge
- ❑ Orient TF to resources and data
- ❑ Complete first draft of program goal recommendations



## Events Search

Search by event title, location, etc

Advanced Filtering [Show](#)

[Search](#) [Reset](#)

< > today

October 2022

month week day

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			10a Children and Youth Services Meet- 1:30p Continuing Education and Certifi	1:30p Continuing Education and Certifi		
2	3	4	5	6 1:30p Continuing Education and Certifi	7	8
9	10	11	12 9:30a MSL Commission Meeting			
16 1:30p Continuing Education and Certifi	17	18	19 6p Tamarack Fall Federat			
23	24	25	26 9:30a Pathfinder Fall Fed 1p Pathfinder Federation			

### ASPeN: The New Library Directory

What are you looking for?  
[More Search Options >](#)

Important update! Okta is the new way to sign into ASPeN. All ASPeN users received an email from [noreply@okta.com](mailto:noreply@okta.com) with the subject "Welcome to Okta!" This email includes a link to perform the final setup steps of your Okta account, which you will then use to sign in to ASPeN with the red button to the right.

### Search ASPeN

Welcome to ASPeN: Access to Services, Programs, and eNetworks.

This product provides a variety of services for Montana's library community. Members of the public can search ASPeN to find a nearby library or learn more about their local library. Library Directors will be able to update their library's information, enroll in certain services, keep track of their continuing education, and complete paperwork required by the Montana State Library. Please select from the options below or log in via the menu on the right.

Events



Positions and People



Organizations



Committees



Services



Help



login mt gov

\*\*\*

Login

Have questions about okta?

Problems logging in with Okta?  
Contact MSL Support

[Search ASPeN](#)  
[Events Calendar](#)  
[Community Calendar](#)  
[ASPeN Help](#)  
[Continuing Education](#)

[Go back a page](#)



## Event:

### Continuing Education and Certification Program Task Force - Meeting 1

[Resources](#)

Event Type	1	Meeting
Begin Date/Time	2	Thursday, September 29, 2022 1:30 PM
End Date/Time	1	Thursday, September 29, 2022 3:00 PM
Description	2	

***This is the first meeting of the task force.***

#### Agenda

- Introductions
- Orientation to the Task Force Charge
- Timeline Overview
- Resource Review
- CE Program Data
- Goals of the Certification Program
- Next Steps
- Public Comment

Location	2	Online Only
Online Meeting URL	1	<a href="#">Link</a>
Registration	2	Registration not necessary



Recording Link

#### Additional Information

Contact Position(s)	2	<a href="#">Bartow, Colet - Staff (Montana State Library)</a>
Committee(s)	2	<a href="#">Continuing Education and Certification Program Task Force (2022)</a>

#### Event Resources

Record Count: 2



Event Resources

Title		Type
 <a href="#">2009 Continuing Education Manual</a>	<a href="#">Detail</a>	Document
 <a href="#">Agenda</a>	<a href="#">Detail</a>	Agenda



# Next Meeting

Thursday, October 6, 2022

1:30 – 3:00 p.m.

Next Time: Focus on Library Administration Track Requirements



# Questions?

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Colet Bartow

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MSL Continuing Education Coordinator

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[colet.bartow@mt.gov](mailto:colet.bartow@mt.gov)

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406-444-3365

