



## MEMO

**To:** State Library Commission  
**From:** Tracy Cook, Lead Consulting & Learning Librarian  
**Subject:** CE/Certification revision updates  
**Date:** February 5, 2026

### CE/Certification Subcommittee

The CE/Certification Subcommittee met on February 3, 2026 to discuss questions and suggestions from the library community. The meeting minutes are available in your meeting packet along with summaries of the two public drop-in sessions.

I have included an updated draft of the certification policy for your review. I would like to make note that the second public drop-in session revealed a need for the committee to clarify the language and process around:

- Credit approval for face-to-face and online sessions and its relationship to the course catalog
- Initial track requirements – when it will be required and what happens if a librarian has already taken those classes

### Questions

- What questions do you have about the materials we have provided?
- What ideas or suggestions would you like the subcommittee to consider?

### Next steps

I will schedule another subcommittee meeting to discuss the credit approval process, course catalog, and initial certification requirements along with any additional feedback you have for us.