

**Certification Task Force meeting minutes
October 1, 2007
Indiana State Library**

In attendance: Andrew Rowden (director Scott Co. PL), Joni Brookins (Warsaw PL), Terry Rheinheimer (director Middlebury Comm. PL), Carolyn Strickland (Lake Co. PL), Colette McNeely (Ohio Twp. PL), Margaret Hamilton (director Greenwood PL), Marian Corya (Carmel Clay PL), Nancy Newport (Carmel Clay PL), Jason Hatton (Bartholomew Co. PL), Laura Bramble (interim director Indianapolis-Marion Co. PL), Ann Alexander (Johnson Co. PL), Kathie Scott (director Pulaski Co. PL), Jane Ellen Felchuk (director North Judson-Wayne Twp PL), Carol Jackson (director Culver-Union Twp. PL), Suzie Baldwin (director Waveland-Brown Twp. PL), Patty Stringfellow (director Jasper Co. PL), Kay Martin (director Lebanon PL), Sallie Davis (East Chicago PL), Charles Moore (East Chicago PL), Dianne Osborne (director Hancock Co PL), Jana Barnes (director Winchester Community PL), Ailesia Franklin (director Dunkirk City PL), Larry Oathout (director Tell City-Perry Co. Contractual PL), Elizabeth Schoettle (Johnson Co. PL), Kathie Watkins (director Linden PL), Heidi Turner (director Kirklint PL), Judy Hemmerling (director Colfax-Perry Twp. PL), Jane Hall (director Argos PL), Tamsie Meurer (director Charlestown-Clark Co. PL), Jake Speer (Indiana State Library), Jim Corridan (Indiana State Library), Wendy Knapp (Indiana State Library), Linda Judd (Indiana State Library), Jennifer Beach (Indiana State Library), Megan Maurer (Indiana State Library), Edie Huffman (Indiana State Library).

Attendees introduced themselves. The minutes of the August 27th meeting were accepted by consensus.

Discussion ensued regarding consolidation, standards, grandfathering of certification levels of directors if 2 libraries merged. Several attendees made the point that requiring all library directors to possess ALA-MLS degrees could force smaller libraries to close or merge, since the cost of the salary would be more than the budget could stand. Other discussion concerned what would happen to a director's current certification if their library merged with another; would the grandfathering no longer be a factor. The response from the State Library was your current certificate would still be protected; however, the new board would be free to select the director." Concern was voiced about libraries closing and small communities no longer having the library service they are used to. It was suggested it might be better to make changes in standards before changes in certification are put into effect. Discussion ensued regarding standards which should probably be required, and the fact that certification is being discussed because of the findings of the Probe report, specifically, no continuing education, lifetime certification, failure to apply the law to all who should be certified, and a one-time fee of \$1.

A question was asked about funding of scholarships for further education. WebJunction's free courses were mentioned. Certification and salaries of staff are often tied to available funding. A question was asked about what would be the situation if certification rule changes are passed before standards are changed. Corridan said that the more recently passed Indiana Administrative Code takes precedence over an older, related Indiana Administrative Code.

Discussion ensued regarding the profession, and how the new certification rules would make it clearer that librarians care about professional commitment and education. Teachers are required to obtain masters within 5 years of the bachelors, but there is more money available for salaries because of school funding, which is higher than library funding.

The point was made that Indiana' performance is in the line with the amount of money and MLS librarians per 10,000 of other states. Does an ALA-MLS director really guarantee better service? "I've been in situations where that has not happened." Funding and service have to go hand in hand. Will the end result justify the possible unintentional consequences?

Discussion ensued regarding continuing education units (CEUs). Library conferences would be accepted, including ALA, PLA, ILF, others. A few libraries have in-house trainers. The State Library will add language to the rules to allow for the approval of in-house trainers and other CEU providers as they become known to the State Library.

Current certification will not follow a library staff member who moves to another job within the same library or another library.

The fee was discussed, with a suggestion of \$50 being approved by consensus. Fees on a sliding scale were roundly defeated by the group. It was asked whether the library could pay that fee, and the group indicated its preference that it should be paid from the applicant's personal funds. The current certification fee was discussed, and the group strongly recommended that those persons currently holding a certificate not be given a refund of their \$1 or \$2, nor will it be applied towards the new fee. That would necessitate a lot of record keeping and review, and the group felt that was not necessary. The library could legally pay for continuing education.

The definition of professional assistant was discussed. The question was asked, "how do we determine what tasks does a person do that makes them into a professional assistant?"

Discussion then ensued regarding department head certification. Specialists would not be required to be certified. There are departments which are not managed by librarians such as business offices, HR and IT, so language in the rules need to make clear which department heads need to be certified. The name specialized manager or special area manager for non-librarian department heads was suggested.

Changes to the proposed rules to include:

1. Professional position definition, looking at somehow putting in the words "cataloging, acquisitions," some of those specifics so we know what we're talking about there, it's pretty broad.
2. Include language concerning the cost of certification.\$50 for five years and renew at \$50 every fifth year. Drop the language concerning \$2, and \$1 refunds
3. Add language about in-house trainers that can provide CEU.
4. Libraries may apply to the State Library to add training programs that are not included on the list (and it would be best to check before taking the training, to make sure it counts).
5. Semicolon in 590 IAC 4-4-4, 4-4-54-4-6 between population (for certification level first mentioned in section) and "for department and branch heads"
6. Language to specifically exclude certification requirement for department heads who are not librarians but have a non-library specialty.
7. Interim directors' position would need to be addressed.

Certification does apply to state library staff. State institutional library staff may also be required to be certified.

The State Library will begin a database of staff required to be certified [may request a copy of each library's mandatory 100R filing].

Discussion about next steps. It will include taking the rules to the Indiana Library and Historical Board, having a public meeting, sign offs by various officials. The changes will not take effect until 2008.

The question was asked about an alternative plan, especially for directors of small libraries. Discussion ensued regarding service to small communities as opposed to large and whether the educational credentials of the director make a difference. "Are we doing things in reverse order, trying to change before knowing what is going to come out of the governor's office?" Talk of consolidation started before the certification task force began it's work.

Corridan mentioned that we have two choices. We can let certification lapse, as was the recommendation of the PROBE report, but in the town hall meetings around the state, Roberta Brooker and he heard consensus from librarians that certification should stay. The other choice is to keep certification; yet, to comply with the law, additional staff will need to be certified. Do we have one set of rules for one group of libraries, no rules for another group? That doesn't send a good signal.

The response was that libraries need to build salaries for future hires at particular educational levels, as they do with future computer purchases. Current budget restrictions place a cap on income and expenditures, so even when boards want to pay more for staff, they have hard choices to make about where to cut.

The point was made that there needs to be a difference between librarian certification and library standards.

If you wish to make additional comments, please contact Edie Huffman (ehuffman@library.in.gov, 317-232-3681, 1-800-451-6028). The State Library will email you with the text of the language changes made today. The date for the public hearing has not been set but will be publicized.

Corridan thanked the group for their time and effort, and asked them not to hesitate to give us feedback when they saw the proposed new language for those new changes.

Minutes submitted by Edythe Huffman