Career Development Committee
Annual Report 2012-2013

Membership
Cindy Bosley (Library Accounting)
Deborah Cook (Olin/Uris)
Jeremy Cusker, Co-Chair (Engineering)
Kathryn Dowgiewicz (HLM)
Michelle Hubbell, Co-Chair (Olin/Uris)
Jackie Magagnosc (Law)
Jessica Withers (HLM)
Jackie Beal (Library Human Resources)
Eisha Neely (liaison from Library Forum Steering Committee)
Judd Karlman (until February 2013)

Meetings
The committee met every other week for most of the year in a meeting room in Catherwood. Members took turns compiling and publishing minutes on the wiki. In early March extra planning meetings were added to plan, publicize and host Career Development Week.

Wiki
The CDC wiki continues to be updated frequently to include program information and additional resources for staff.

NISO Institutional Membership
The CDC has remained the primary contact for CUL’s NISO Institutional Membership. Approximately 12 NISO Webinars ‘hosted’ (one per month; 4-6 attendees each).

Career Development Week
21 Programs by 60+ presenters for hundreds of attendees from across CUL took place between March 18th and March 22nd. The programs were as follows:

Monday, March 18th
Famous Cornell Writers (You Probably Never Heard Of) presented by Fred Muratori (18 people)
Self-Teaching the Khaen: A Practical Resources Review and Discussion of Implications for the Future presented by Gregory Green (12 people)
The Professional Impact of Personal Development presented by Jill Wilson, Jim DelRosso, Sally Lockwood, and Katie Dowgiewicz (16 people)
Poster Sessions featuring posters and digital displays by Martha Walker; Jeremy Cusker; Carla DeMello, Wendy Wilcox, Gaby Castro-Gessner & Mary Beth Martini-Lyons; Sarah Young & Tom Ottaviano; Katie Dowgiewicz
Keynote presented by Lynette Chappell-Williams (Associate Vice President for Inclusion and Workforce Diversity at Cornell), introduced by Anne Kenney
Tuesday, March 19th

Education Benefits for Employees presented by Maureen Brull
From Staff to Professional Status presented by Jeremy Cusker, Jim DelRosso, Lynn Thitchener, Ken Bolton and Virginia Cole
CUL: A New Perspective presented by Dan Blackaby, Katie Dowgiewicz, Aliqae Geraci and Marsha Taichman (16 people)
Travel Reimbursement presented by Tami Magnus, Rebecca Sellen and Cindy Bosley
Academic Promotions & Dossier Review presented by Lydensi Prignon, Kizer Walker, Barbara Eden (29 people)

Wednesday, March 20th

Being a Virtual Staff Member presented by Gwen Glazer, Xin Li, Neely Tang and Andy Goldman (31 people)
DigitalCommons@ILR presented by Jim DelRosso (5 people)
Metadata @ Cornell: The Thirty Minute Tour presented by Wendy Kozlowski, Jason Kovari, Steven Folsom and Pam Stansbury
Technology Tools: The Use of Prezi in Presentations, 30 Sites in 30 Minutes, An Introduction to Yammer presented by Jim Delrosso, Jeremy Cusker and Jessica Withers

Thursday, March 21st

LibGuides: The Hidden Story presented by Gaby Castro-Gessner, Wendy Wilcox and Adam Chandler
Developing Discipline-Specific Data Literacy Instruction for Graduate Students presented by Sarah J. Wright and Camille Andrews
Digital Humanities presented by Oya Rieger, Kornelia Tancheva, Mickey Casad and Jason Kovari
Words, Numbers and Imagery: The Assessment and Communication Variety Show presented by Zsuzsa Koltay and panel

Friday, March 22nd

Reflections on a Library Without Books presented by Ken Bolton and Jill Wilson (19 people)
2CUL Technical Services Integration: Comparing Notes presented by Adam Chandler, Kate Harcourt, Jim LeBlanc and Robert Rendall (36 people)
Library Committee Lightning Round (16 people)
Cataloguing the Uris Library Art Collection presented by Pamela Espinosa de los Monteros

The CDC distributed and collected evaluation forms at each session. The majority of feedback received was positive towards the CDC, Career Development Week and the individual sessions. For details, see Appendix 1: Career Development Week Statistics and Evaluation Results.

Based on feedback and the questionnaire (Appendix 2: Proposed Changes to CD Week Survey) about Career Development Week we recommend that CD Week remain during the week of spring break, that next year the committee solicit specific proposals and topics for presentations as well as presenters for
pre-determined sessions, that the program offer more practical sessions devoted to technology and job applications, and simple presentations on different departments.

**Other Programs**

Basics of RSS with Jeremy Cusker (26 people)
   June 9, 2012

NISO Webinar: Content on the Go: Mobile Access to E-Resources
   August 8, 2012; 1:00-2:30 p.m. in Olin 106G

NISO Webinar: Discovery and Delivery: Innovations and Challenges
   September 26, 2012; 1:00-2:30 p.m. in Mann 102

30 Sites in 30 Minutes with Jeremy Cusker (32 people)
   October 9, 2012; 12:00-12:30 p.m. in Olin 106G

NISO Webinar: Beyond Publish or Perish: Alternative Metrics for Scholarship
   November 14, 2012; 1:00-2:30 p.m. in Kroch 2B48

Remember Everything with Evernote with Pete Magnus and Rachel Brill (30-35 people)
   December 12, 2012; 2:00-3:00 p.m. in Olin 106G

NISO Webinar: Behave Like a Startup: Adapting Your Organization to Rapid Change
   January 9, 2013; 1:00-2:30 p.m. in Olin 106

Basic RSS Feeds with Jeremy Cusker (4 people)
   January 30, 2013; 1:00-2:00 p.m. in Stone Computer Lab, Mann

Understanding our Tendencies and Leveraging our Strengths with Al Gonzalez (22 people)
   February 15, 2013; 2:00-4:00 p.m. in Mann 160

   March 6, 2013; 1:00-2:30 p.m. in Mann 102

NISO Webinar: Evolving Trends in Collection Development Part 2: Putting the User in the Driver Seat (6 people)
   March 13, 2013; 1:00-2:30 p.m. in Mann 102

Untangling WebEx with Pete Magnus, Gwen Glazer, Neely Tang, and Jessica Withers (30-35 people)
   April 29, 2013; 2:00-3:00 p.m. in Uris B05

NISO Webinar: Taking Full Advantage: Discovery of Open Access Content
   May 8, 2013; 1:00-2:30 p.m. in Kroch 2B48

Effective Email Essentials with Deb Hover (10-11 people)
June 4, June 6 and June 11, 2013; 1:00-2:00 p.m. in Olin 106

Business Dining Etiquette Training with Annemarie Morse
June 21, 2013; 10-11 a.m. in Olin 703
Appendix 1: Career Development Week Statistics and Evaluation Results

SUMMARY OF CD WEEK 2013 FEEDBACK

110 people strongly agreed that a session was relevant to their interests; 29 agreed and 1 was neutral. No one disagreed or strongly disagreed.

14 people indicated that it was their first time attending a Career Development Committee program. People liked the mix of programming, presenters (staff and academic), and locations, noting that there was a “very good range”. They also liked the daily themes.

As usual, we had the comments about not enough of interest to non-academic staff and that sessions were scheduled at times non-academic staff were unable to leave their desks.

Themes emerging from the suggestions for other topics:

Career advancement information
- Research & grant writing
- Publishing
- Continuing ed
- Hard skills
- “really practical stuff” (like the Academic Promotion panel)

“What People Are Doing”---people continue to feel that they are unaware of what is happening in other units and departments
- Lightning round on all CUL run repositories (ie: ILR, arXiv, etc)
- What other people do in their jobs and why; “more participatory types of things where attendees get a chance to put themselves in the role someone else plays in their job”
- Departments giving overviews of what they do; library unit presentations
- More sessions about projects, including pilot projects
- Collaborations with faculty
- Trends staff see in their respective units and functions
- Library practices in other countries

Tools for doing less with less
- Managing email in Outlook
- The three 30-minute presentations were appreciated
- New and changing ways we work

Work/life balance
- “real tips n tricks”; techniques
- Handling stress
- Opportunities available to assist in a work/life balance, like Wellness Program
- Time management
- Music and performance, other cultures
- “external involvement outside of Cornell and library profession but still relevant to work”
- HR topics
Appendix 2: Proposed Changes to CD Week Survey

My Report
Last Modified: 03/11/2012

We are considering having a shorter Career Development Week with several sessions built concurrently throughout each day over a 3-5 day period. Do you think this is a...

<table>
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<th>Answer</th>
<th>Bar</th>
<th>Responses</th>
<th>%</th>
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<tr>
<td>1</td>
<td>Good idea</td>
<td></td>
<td>26</td>
<td>21%</td>
</tr>
<tr>
<td>2</td>
<td>Bad idea</td>
<td></td>
<td>37</td>
<td>44%</td>
</tr>
<tr>
<td>3</td>
<td>Don't know / don't care</td>
<td></td>
<td>22</td>
<td>26%</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>84</td>
<td></td>
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</table>

Statistic | Value
---|---
Min Value | 1
Max Value | 3
Mean | 1.06
Varians | 0.00
Standard Deviation | 0.16
Total Responses | 84
2. Please explain why:

Text Response

Concurrent sessions would cut down on audience numbers.

I don't know how many Career Development workshops you have.

I am not sure if I can attend a session I want to attend. Also might make it harder to make sure the reference desk is covered.

Inability to attend two sessions at the same time.

Makes better use of time.

At most conferences where there are concurrent sessions, I end up wanting to go to some other conflict of interest.

It would be easier to have a dedicated 2-3 day time frame for CDW. I'd attend both sessions.

It seems worth a try, but I have no idea if it would be better or worse.

I don't have to participate.

I can't imagine trying to have the sessions that are slots on a grid with other things on my plate. I don't want to miss sessions because it is a clash at the same time as another appealing session.

I like that what people can attend.

With concurrent sessions, inevitably there will be cases where I would like to attend two sessions scheduled for the same time. Single-track sessions are preferred.

With concurrent sessions, inevitably there will be cases where I would like to attend two sessions scheduled for the same time. Single-track sessions are preferred.

I like that there are no conflicting sessions to attend but on the other hand if CDC happens to have too many proposals (which we never had before) then this will be the only way to go.

I don't know enough about it.

I'd worry about having multiple things I want to attend in a single day, but I understand if doing the shorter week would make things easier to manage.

My personal experience (and I'm willing to attend sessions) is that the only ones I want to participate happen at the same time. I'd rather only have one thing going on at the same time I can either attend or not. And have to decide between multiple things I'm interested in.

It's hard to respond completely without knowing why you're considering the change. But the obvious problem with concurrency is that one is forced into choosing between two attractive options. Certain conferences, like being able to look at the schedule and decide yes or no for each session, rather than deciding A or B.

If attendees take the initiative and time to develop a presentation, it seems against the whole purpose of the week to hold concurrent sessions and have the available audience divided. I agree that the week is too short to find a couple that can take the time to attend multiple sessions. Instead of concurrent sessions perhaps you should have a tighter schedule—less talks, better vetted.

Although you think asking attendees choosing concurrent sessions, compromising CDW will give staff the opportunity to immerse themselves in CD activities over a shorter period. Not as a conference.

The idea is to hold sessions that are held all at the same time.

This is a good idea. It can be formed as an actual "conference". Highly encourage people to actually plan time at the event. Ask AULs to plan on sponsors allowing time spent at sessions during work time or no consecutive hours. Have a happy hour reception the night before or early evening during the 2-3 days. Supervisors should plan to run on skeleton staffing.

Don't just have "sessions", be sure to incorporate "tutorials". Consider time to have some workshops on working in teams or leading teams or similar topics.

I think attendees would suffer from concurrent sessions.

Two sessions may want to attend and end up being held concurrently.

I like the idea of a shorter session, but concurrent sessions are definitely cut down on audience size, which can already be a problem in times. It does not seem right to ask people to put together a presentation without doing all we can to provide an audience of reasonable size.

Better yet, make it optional.

It would be easier for me to keep my marketing goals for CDW if there were two shorter periods. That said, I wouldn't mind if it stayed the same, since there is the possibility that it will make it even more difficult to attend sessions (because of travel costs being held concurrently, for example).

This is a discrimination problem of programming an event where there are too many events for the time available. I don't see the motivation (you gave some above). For those who attend AUL, this is the #1 problem with programming. For some reason, CDW has become overly large if you have that many events, why can't we have fewer programming over the year, rather than downsizing a single week.

I don't think there is a "best" or "worse" to it — don't want them to be on at the same time, so I have to choose.

What if there was a way to go to two sessions that are not at the same time?

My position is not part of any career ladder or does my position provide any work time to seek professional development. My position is a university "development" job.

I would like the possibility of conflicting sessions to attend. If there were two, I would attend and they happened to be at the same time. Having a half day dedicated to this is not feasible as we are all busy, and multi-tasking is not possible for these multi-hour events.

Spread out over the course of a week, with no overlap of CDW sessions, I can basically find a couple that I'm interested in that don't conflict with other meetings or obligations. If compressed to 2-3 days with concurrent sessions, I think the likelihood of conflicts with other scheduled events, and within CDW, will grow no concurrent sessions. But then I have to choose between 2 interesting sessions; 2-3 days would be fine enough.

I don't think the 2-3 day period is a bad idea, but could you avoid concurrent sessions? I know there are fewer programs and a bit more selective.

I might want to go to both conflicting sessions. (It's all about me!)

I think it would be the only way to focus attention on the event. Concurrent sessions might boost attendance, which might be useful to have full house among presenters.

It is never go to career development workshops/events.

I think 3 days is good. I've found that there is seldom more than one session I'm interested in per day, so this would be a nice way to consolidate the whole event.

If concurrent sessions are held over a shorter time period, please consider offering fewer in one more than one track.

This is one presenter against the other instead of encouraging the highest possible number of attendees for each presenter.

What would be the benefit of having concurrent sessions? Please share your reasoning.

Concurrent sessions could be problematic. Every given session is not repeated then an individual wanting to attend each of 2 concurrent sessions is out of luck.
I usually go to one or two sessions normally, so that I didn’t dread Good Friday. But either way, I’ll still go to the ones I prefer. On the list, I also see staff scheduling public service desks may prefer the one-day-on schedule-easier for dual coverage. So in the end, it’s a wash.

I think a lot of people will want to go to multiple sessions and only be able to attend one at a time. I liked having Career Development Week now a full week even though it was disruptive to daily activities because there was a greater chance that I could attend sessions.

I don’t know if having the week was to give everybody an opportunity to present. If you make it shorter, what will be the criteria for accepting proposals?

I think something is important, if you could have duplicate sessions over a week to give those who can’t be in one could come to the other.

I’m not sure if it’s a good idea or not. It’s worth a try. My only concern is getting good attendance for the competing sessions.

I don’t want to say it’s a bad idea, but concurrent sessions may force choices and result in missing sessions.

Squeezed out over a week, it’s hard to keep track of what’s going on.

Less work for planning committee, perhaps?

Running across campus for different events is difficult enough without having concurrent events.

I can see advantages and disadvantages to both ways. It could be a problem if I had to attend 2 concurrent sessions held at the same time. It might be easier for planning purposes to compress it into 2-3 days.

I would be very, very sad if I had to choose between two interesting sessions that were being held at the same time.

You will make it more difficult to maintain basic public service desk schedules and will create more schedule conflicts.

If someone hogs the sea, it should be held over a longer period to make it available to everyone.

It will increase the chances that someone will have to miss a session they are interested in. This already happens when we have meetings that compete for the various tenorists.

I think another part of the value is to showcase the work of colleagues. Stomping this out reduces visibility.

I have never participated in Career Development week as a new staff.

I wouldn’t say holding it all in one week is a problem, but I would suggest holding sessions once a week over a longer course of time. You’ve probably already considered this, but I believe one session per week for the entire summer can work well.

I like the idea of having sessions held concurrently for a shorter period of time than the usual week for several reasons. By Friday, many people are tired and even when present, they are often tired. A week is too much time to take away from work. Even 3 days is intense. But CDWs are very much worth participating in, so definitely should happen.

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<tr>
<td>Total Responses</td>
<td>61</td>
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3. As for when Career Development Week should take place, please check those options below that you are likely to attend.

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<td>Finals week (Mon. May 13 – Fri. May 17, 2013)</td>
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<td>Total Responses</td>
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4. Comments:

Text Response
just waiting -2K
Either is fine.

I would need more information about the event and how it affects my work display.
Finals week is insane on all the reference desks.
Either week works for me - slight preference for May.
March is the end of the year, it is a good transition time and ideal times to relax and take a breath and make room in my brain for new materials. Please bring back the bake off.
I like Spring break better since it allowed Access Services people to attend as well.
Finals week is too busy.
Not sure yet of exam revision dates, but possible conflict for March.
Not that Spring break is a smaller time in my and could clear up before the end of the semester, say eighth week or even a week or two earlier, which could allow for more semester commitments to be ended and final time to decompress to feel able to take the time to attend as well, such as this.
I don't think we should make any change that increases staff workload.
I'm not sure why we have to have CDSW during the active school year. Finals week is NOT a time when public services people can drop everything in order to attend, and other tasks are busy, too. When is the library's real "bake off" time to attend? attendance, is there a reason we do not schedule this following May vacation?
NA.
Doesn't really matter which really.
It doesn't particularly matter to me, though I could see some staff having less flexible schedules during finals week.
Finals is a terrible time for access services staff since they will be de-processing and discharging books.
Either week could work.
Would prefer finals.
I slightly prefer finals week as the weather is likely to be nice. Bad weather is a real disincentive to attendance if we have to walk. March is not as nice, though this year was a stunning exception.
I think having career development week after finals would be a good idea.
Actually, neither is a great, but finals week is terrible if you like public services staff (non-academic) to be able to attend. Although reference desks slow down, and desks are busy with students trying to make sure their accounts are clear before graduation, office hours are OK.
A few years ago, it happened following finals week. That was ideal for us, but I guess it excluded some of the 10pm-10am appointments. With that in mind, I think Spring Break is better.
May be less desirable, but it would be better if I took place when classes are in session, i.e. during winter break or the first week in June.
No preference.
Either works.
It's often a less busy week for me.
Clear department is very busy in May.
Lots of people may take vacation or spring break. Finals week is better in that most of us need to be here at the time (for patrons).
I think it is a good idea to have it when it is quiet.
Just because the weather is nice in May than in March, I would also like to say that there were some sessions this year that I did not attend because they were in Main Library and it takes too long for me to walk up there, especially when there is more than one non-consecutive session that I want to attend. I don't have time to walk up there back to back in public times as a day.
Spring break is better because it is that much farther away from finals. Finals week is the final stretch for many of us getting prepared for early June Reunion.

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