

**The Committee shall promote and provide continuing education and career development programming for all interested staff of Cornell University Library. Programming efforts should be diverse, targeting both general and more specialized audiences.**

RECOMMENDED: That a standing committee on Career Development be established that is composed of seven members appointed for two year, staggered terms, with a minimum of two academic and two non-academic staff members. Committee members shall be selected by the Library Forum Steering Committee from a pool of volunteers. The Director of Library Human Resources, or the Director's designee from Library Human Resources, and a liaison from the Library Forum Steering Committee shall be invited to serve as ex-officio members.

The Committee shall promote and provide continuing education and career development programming for all interested staff of Cornell University Library. Programming efforts should be diverse, targeting both general and more specialized audiences.

As of the beginning of the 2012/2013 fiscal year, the Mentoring Committee is no longer a subcommittee of the Career Development Committee but both are rather separate and under the leadership of the Library Forum Steering Committee.

In keeping with the Library Forum Steering Committee Bylaws, the Committee shall keep records of its proceedings.

### **Membership**

Cindy Bosley (Library Accounting)  
Deborah Cook (Olin/Uris)  
Jeremy Cusker, Co-Chair (Engineering)  
Dianne Dietrich (Physical Sciences)  
Kathryn Dowgiewicz (HLM)  
Michelle Hubbell, Co-Chair (Olin/Uris)  
Jackie Magagnosc (Law)  
Jackie Beal (Library Human Resources)  
Ardeen White (liaison from Library Forum Steering Committee)

### **Meetings**

The committee met every other week for most of the year in Olin 702. Members took turns compiling and publishing minutes on the wiki. Extra planning meetings were added during the month of March 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 was the primary contact for CUL's NISO Institutional Membership. Attendance of "hosted" NISO webinars continued to be minimal so the decision was made to cancel CUL's NISO Institutional Membership with 2014.

### **New Initiatives**

The University Librarian specifically encouraged the Academic Assembly and Library Forum and its associated committees (including the Career Development Committee) to engage in more dynamic and collaborative

programming, including inviting speakers from beyond Cornell. To this end in the early spring of 2014, we invited Winston Tabb, head librarian from the Johns Hopkins University. Mr. Tabb's seminar, "Sleepless Nights: pressing issues for ARL directors", was very well-received and attended; the smaller meal-time groups he participated with during the course of his visit were stimulating and rewarding. Mr. Tabb's visit will likely be followed-up in coming years by other CD Committee-sponsored invitations to other library leaders to speak to CUL staff about the past, present and future of libraries

### **Career Development Week**

Career Development Week was held during the week of Spring Break, March 31-April 4. The committee decided to not schedule a key note speaker due to poor attendance for previous key note speaker sessions.

To promote attendance, we piloted an "attendance incentive raffle" during CD Week 2014. Prizes were solicited from area organizations and session attendees were invited to enter their name for each session attended. The names of staff attending sessions via WebEx were added by CDC members. We held daily drawings for a small prizes and a final drawing to distribute the larger prizes. The raffle was enthusiastically embraced by session attendees. A list of prizewinners is included in Appendix 1.

Most CD Week sessions were broadcast via WebEx. A WebEx session was established for each day and was opened or closed as preferred by presenters. CDC members monitored WebEx during sessions to check broadcast quality and check for questions. Concerns that WebEx-ing of all sessions would have an adverse effect on in person attendance turned out to be unwarranted.

During CD Week 2014, the Career Development Committee experimented with using a Qualtrics survey to collect feedback. Responses were down significantly (5 responses for 2014 vs. 140 for 2013). Variation in promotion of the feedback survey did not seem to affect its use by attendees. In future, we may want to consider use of both paper and Qualtrics surveys to collect session feedback.

### **Monday, March 31<sup>st</sup> - Users & You**

**Library Learning Spaces: Investigating Libraries and Investing in student Feedback**, presented by Sara Wright & Camille Andrews (8 librarian, 3 staff)

**See the World: International Partnership Opportunities in CUL** (8 librarian, 4 staff)

- Kizer Walker: CRL's German North American Resources Partnership
- Kathy Chiang: Three Weeks at Tsinghua University
- David Ruddy; Project Euclid and its international partners
- John Ferreira: IT in China and Africa

**Business Meal Etiquette**, presented by Annemarie Morse (2 librarian, 7 staff)

**Poster Session & Coffee Hour**

### **Tuesday, April 1<sup>st</sup> HR & Development**

**Effective Time Management Skills**, presented by Jim Sheridan (6 librarian, 10 staff)

**KFS Financial Reports for Library Departments**, presented by Tami Magnus & Cindy Bosley (2 librarian, 8 staff)

**Being a DSPS Fellow**, presented by Dianne Dietrich, Jim Del Rosso, Erin Eldermire & Gail Steinhart (7 librarian, 8 staff)

**Academic Promotion & Dossier Review** (21 librarians, 1 staff)

### **Wednesday, April 2<sup>nd</sup> Instruction & Initiatives**

**Outreach at EMPS**, presented by Jill Wilson (3 librarian, 6 staff)

**Libguides Part Two: Author Intentions and User Practices**, presented by Gaby Castro Gessner, Adam Chandler & Wendy Wilcox (19 librarian, 12 staff)

**Try This at Home: using Library Thing for E-Z Cataloguing**, presented by Sarah Ross (8 librarian, 25 staff)

**Library Instruction Trivia! Test our CU and CUL Knowledge in this Interactive Session**, presented by Gaby Castro Gessner & Erin Eldermire (3 librarian, 5 staff)

#### **Thursday, April 3<sup>rd</sup> Technology & Tools**

**2CUL Technical Services Integration: Making it Real** presented by Cornell: Jesse Koennecke, Jason Kovari, Chew Chiat Naun & Lois Purcell; Columbia: Irina Kandarasheva, Joyce McDonough & Melanie Wacker (9 librarian, 29 staff)

**AV at Cornell** presented by Danielle Mericle & Tre Berney (7 librarian, 11 staff)

**Outlook**, presented by Pete Magnus & Clayton Onley (1 librarian, 10 staff)

**Web Conferencing**, presented by Pete Magnus, Jessica Withers, Gwen Glazer & Neely Tang (1 librarian, 5 staff)

**IT Security, the Library and You: What you need to know to keep yourself and our patrons safe online**, presented by Chris Manly (4 librarian, 8 staff)

#### **Friday, April 4<sup>th</sup> Collections & Resources**

**PADAO: Preservation of Born-Digital Art**, presented by Dianne Dietrich, Jason Kovari, Mickey Casad & Michelle Paolillo (10 librarian, 9 staff)

**A DDA Plan for Borrow Direct Engineering Libraries**, presented by Jill Powell & Boaz Nadav-Manes (14 librarians, 9 staff)

**To Collect and Preserve: The State of State-Level CBA Collections in the U.S.**, presented by Aliqae Geraci & Jim DelRosso (8 librarians)

**Scholarly Commons @ SHA**, presented by Jim DelRosso (5 librarian)

Lightning Rounds: (10 librarians, 9 staff)

- Sally Lockwood “LTS E-Resources”
- Jenn Colt “This is not about 3D printing”
- Keith Jenkins “Finding where to find data”
- Jim DelRosso “Keeping your copyright”
- Kelly LaVoice and LibGuides Committee
- Nicole Margirier “Quick parts”

#### **Lessons learned/suggestions**

The idea of CD Fridays or some other strategy to spread CD Week activities over multiple weeks has been suggested. The committee will survey staff in the late summer/early fall to determine if this alternative has appeal.

Use of Qualtrics for CD week feedback, while appealing to the committee, did not provide useful session evaluation. We will most likely continue to offer this as a feedback option in addition to the traditional paper forms.

#### **Other Programs**

- 7/18/13, 12-1 PM: Retro Tech Video showcase (~25 attendees)
- 9/11/13, 1-3:30 PM: NISO Webinar - Research Data Curation Part 1: E-Science Librarianship (3 librarian, 2 staff)

- 9/18, 13, 1-3:30 PM: NISO Webinar - Research Data Curation, Part 2: Libraries and Big Data (3 librarian)
- 9/17/13, 1-4pm: MBTI workshop with Amy Stewart, Faculty and Staff Development Specialist, Organizational Dev (14 attendees)
- 10/8/13, 1-2:30 pm: NISO Webinar Knowledge in Your pocket: Mobile Technology and Libraries (4 attendees)
- 11/3/2013, 1-3 pm: Writing your Performance Dialogue with Deb Hover (12 attendees; 3 staff, 5 librarian, 3 unknown)
- 11/7/2013, 2:30-4 pm: LLAMA/ALA Project Management webinar (7 attendees; 3 librarians, 4 staff)
- 11/13/13, 1:30-3 pm: NISO Webinar: Altmetrics (6 attendees; 5 librarian, 1 staff)
- 12/6/2013, 12-1 PM: Kale, Quinoa and What? A cooking demo with the Cornell wellness staff (24 attendees, 7 staff, 1 academic, balance unknown)
- 12/11/2013 1-2:30 pm: NISO Webinar - Library linked data: from vision to reality (17 attendees)
- 12/17/2013 1-3:30pm: Strengths Finder - facilitated by Amy Stewart (25 attendees)
- 2/28/14 10:30-11:30 AM: Simple Recorded Screencasts (15 attendees; 12 librarian, 3 staff)
- 3/4/14 11:30-12:15: Healthy snacking and all day grazing with Cornell wellness (24 attendees)
- 5/14/14, 11-12: Winston Tabb, University Librarian, The Johns Hopkins University (~150 attendees)
- 5/23/2014 12-3pm: MBTI Assessment - facilitated by Amy Stewart (14 attendees)
- 6/19/14, 12-1:30 PM: Technology Squared: Online Technology Training Resources (27 attendees)
- 6/23/14 11:30-12:30: Self-management in times of stress, presented by Ruth Merle-Doyle (10 attendees, 2 librarian, 8 staff)
- 6/24/14 10:00-11:00: The Semantic Web for the rest of us (21 attendees, 10 librarian, 11 staff)
- 6/26 and 6/27/14: Individual Life Coaching Sessions (4 registrants)

## **Appendix 1: Career Development Week Raffle Winners**

Daily prize (Lib café coupon and Cornell dining coupon)

Rachel Brill  
Ken Tiddick  
Caitlin Finlay

Cornell 500 piece jigsaw puzzle: Gaby Castro Gessner

Fork & Gavel gift card: Camille Andrews

Fork & Gavel gift card: Sara Wright

Lab of Ornithology gift bag: Maureen Morris

Cornell Plantations gift bag: Bonnie Bailey

Cornell Store gift bag: Linda Miller

Johnson Museum of Art gift bag: Michelle Nair

Museum of the Earth (four day passes): Sarah Vargason

Cayuga Nature Center family pass: Mickey Casad

Science Center (1 year family membership): Michael Engle

Kitchen Theatre Company (two tickets): Steven Folsom

\$25 gift card to Rose's Home Dish: Oya Rieger

Hanger Theatre (two tickets): Jill Powell

Schwartz Center (two tickets to any performance): Bonna Boettcher

Schwartz Center (two tickets to any performance): Kelee Pacion

Cayuga Lake Wine Trail Herb & Wine event (two person ticket): Caitlyn Finlay