

Collaborative Professional Engagement May 1, 2014

Team: Dawn Moder (chair), Patty Cohn, Jeanie Owens, Inga Velde, Rachel Weiss, Jennifer Edwins (Carleton)

I. Statement of Need

The St. Olaf College Libraries need to be intentional about planning, supporting and facilitating professional engagement opportunities for the staff. These opportunities may be local and informal or formal. It is important for these activities to be scheduled in advance with encouragement to participate.

II. Summary of Plan

This plan offers a variety of platforms, activities and information to engage staff from all departments. The intent is to make it easier to reach out to other staff, regardless of location, to increase sharing, and to expand local expertise and library collaboration.

III. Impact on Community (Library Staff)

A. Benefits

1. Communication: A communication mechanism will be chosen to share and disseminate information among library staff. For example, a wiki could be used to keep staff informed about professional activities. The staff should be encouraged to be proactive about keeping themselves informed.
2. Camaraderie: Overall greater sharing of information should make collaboration seamless, enjoyable and beneficial.

A. Challenges

1. Communication: Some staff may choose not to use the communication mechanism. For example, staff may ignore or delete incoming notifications of opportunities for professional collaborative engagement.
2. Availability: Not everyone in Public Services is able to attend events due to staffing issues, timing (reading day or finals), and keeping building or service points open.
3. Scheduling: Inadequate release time for planning, reading or attending events.
4. Motivation: Some staff may not be willing to participate.

IV. Objectives & Action Items

A. New Recommendations

1. Newsletter: Distribute a weekly newsletter via email (very short) outlining dates and times of available activities, upcoming conferences, webinars, classes or

general information. Carleton currently uses this format. A joint Bridge newsletter could be consolidated from these sources.

2. Scheduled Events: Build calendar times for formal and informal professional engagement. Schedule four events per year as outlined below.
 - Joint (CC and STO) informal sharing time (e.g., social gatherings for coffee, knitting, etc.): 2 times per year.
 - Joint (CC and STO) formal collaborative professional engagement activities. These events could include an educational component such as a speaker, workshop or symposium: 2 times per year.
 3. Library Staff Directory: Create a joint (CC and STO) online private directory (for staff use only) with name, photo, email address, phone number, areas of responsibility, special interests and affiliated professional organizations. This would facilitate collaboration among library staff.
 4. Shared Calendar System: A shared calendar would provide easy access to what is going on, when and where it's happening, and who is attending. It should be emphasized that this would help make professional engagement and collaboration happen seamlessly.
- A. Ongoing Activities
1. Teaching Tuesday's should continue on a monthly basis. Library staff from both colleges should be encouraged to attend.
 2. All-Library meetings should include a time for staff to share highlights from recent conference attendance and other professional development activities.

V. **Budget**

- Stipends: \$2000 to \$4000 to bring in engaging speakers, like Mark Dimunation (Library of Congress and St Olaf alum) or Eric Hillemann (Carleton College Archivist and author of *A beacon so bright: the life of Laurence McKinley Gould*).
- Food: Provide coffee and snacks for calendared engagement activities. \$200 per quarter for \$800 yearly.
- Scheduling: The staff time to develop and send a weekly newsletter.
- Consortial: The use of Bridge funds would be appropriate since both staff will benefit.

Readings:

Abram, S., & Cromity, J. (2013). Collaboration: The strategic core of 21 century library strategies. *New Review of Information Networking*, 18(1), 40-50. DOI: 10.1080/13614576.2013.785309

Kaufman, P. (2012). Let's get cozy: Evolving collaborations in the 21st century, *Journal of Library Administration*, 52(1), 53-69. DOI: 10.1080/01930826.2011.629962.

Langley, A., E. G. Gray, and K.T.L. Vaughan. Building bridges: Collaboration within and beyond the academic library. Oxford: Chandos Publishing, 2006.

Monthly Meetings held: At St Olaf in RML 353 unless otherwise noted.

November 6, 2013,

December 13, 2013,

January 17, 2014 (Weitz Center at Carleton),

February 21, 2014,

March 21, 2014

April 25, 2014 (Wrap up meeting and lunch at Ole Store at noon)