

MHSLA EDUCATION COMMITTEE MINUTES
April 3, 1981 Lansing General Hospital

PRESENT: Dorothy Crist; James Crooks, Chairperson; Janet Parsch, Beth Robertson

1. Jim Crooks suggested to MRG that the workshop on Performance Appraisals, offered by U of M Extension Service with MHSLA sponsorship, be substituted for one of the MLACE courses to be offered at the MRG/MHSLA meeting this fall. This suggestion was accepted. Even though the Extension Service will close due to budget cuts, the U of M Library School will be assuming responsibility for arrangements for this course.
2. The remainder of the meeting dealt with discussion of the committee's statement of purpose, goals and objectives, charge by the President and By-Laws, and Mike Homan's draft of proposed responsibilities to meet the committee's objectives. From these various statements, the following was formulated:

--Statement of Purpose

The MHSLA Education Committee:

1. Advises and makes recommendations concerning current educational interests of the MHSLA membership to the MHSLA Educational Conference Program Chair (ie. MHSLA President-elect); and
2. can provide information about educational programs and opportunities to local health science library groups and others.

--Long-Term (Ongoing) Objectives Include:

Statement 1

- a. conduct periodic needs assessment survey of health science librarians in Michigan regarding their educational needs.
- b. maintain a resource file to assist the Educational Conference Chairperson.

Statement 2

- a. identify state and regional organizations involved in continuing library education activities.
- b. maintain resource file to assist organizations in identifying courses, workshops, and seminars.
- c. maintain liaison with local groups concerning educational activities.

--Since time didn't permit further discussion, the short term activities to meet these objectives will be determined at the next meeting.

3. The Organization of the Committee will reflect Mike Homan's suggestions, incorporating a few changes and additions:
 - a. the out-going chair will recommend a new chair.
 - b. recording responsibility will be shared by all committee members on a rotating basis.
 - c. appointments are made by the President for 2 year terms.
 - d. the committee will meet at least once a year, and more often if determined by the chair to be necessary.

4. Reporting Relationship

- a. the committee's recommendations are transmitted through the Chair for approval by the MHSLA Executive Committee.
- b. the Chair is responsible for a written annual report
- c. interim reports will be made by the Chair directly to the President.

5. Two problems need further consideration and clarification:

- a. the role of MICCLE and the MICCLE representative on the committee: should MICCLE be the responsibility of the entire Committee or of one person? What is the responsibility of the committee regarding, for example, processing MICCLE applications from both workshop instructors and participants?
- b. the role of the committee in the actual planning, presentation, and coordination of CE activities: are these committee responsibilities? and if so, to what degree?

Jim will raise these problem,at the next Executive Committee meeting on April 10, 1981.

6. The Committee will meet again before the end of September to conclude the discussion of goals and objectives so that they can be presented in the annual report to the Executive Committee before the annual conference. Jim will arrange the date, probably mid-June.

Janet Parsch
April 6, 1981

Janet Parsch