

## MINUTES

MHSLA Education Committee

June 16, 1981 9:30 a.m.

Lansing General Hospital

Present: Jim Crooks, Janet Parsch, Beth Robertson

Absent: Dorothy Crist, Michael Homan, Kay Kelly, Faith Van Toll

1. Jim Crooks summarized the report (enclosed) he gave at the MHSLA Board meeting on April 10, 1981. The Board complimented the Committee on how active it had been; expressed approval of the proposed By-Laws revisions concerning this Committee; and approved the idea of the MICCLE representative as a working member of the Education Committee.
2. The next topic was the proposed revisions of the By-Laws
  - a. Article III. Section 1. D. 2. Proposed change reads: "The area representatives on the Executive Board, Chairperson of the Local Arrangement Committee, and the chair of the Education Committee, shall serve as the membership of the conference committee." (proposed addition underlined.)

Reasons for this include: 1) Education Committee should provide direct input to the Conference Committee. 2) Designating the Chairperson as the one provides continuity and centralizes responsibility for consistent communication. 3) Chairperson has responsibility of deciding whether or not it is important to attend each meeting of the Conference Committee, and can designate alternate, if necessary.
  - b. Article III. Section 1. D. 6. Proposed revision reads: "The Education Committee shall (i) advise and make recommendations concerning current educational interests of the membership; and (ii) provide information about educational programs and opportunities to local health science library groups and others."

Jim will write up rationale for changes in his report of Carole Colter. These proposals will be voted on in October 1981.
3. The topic of how MICCLE should be incorporated into MHSLA's written documentation was deferred until a future meeting when more members of the Committee, including the member who is the MICCLE representative (currently Faith Van Toll), are present. Items to address will include: whether By-Laws revisions are necessary and/or appropriate; and the mechanism for designating the MICCLE representative.
4. Long-term and short-term activities of the Committee were reviewed. These included:
  - a. Preparation of a standard form for local groups to list educational programs
  - b. Relationship to the Education Committee of other MHSLA members having appointed educational responsibilities (MICCLE representative is a current example)

- c. Establish resource file and describe mechanism of dissemination of information
  - d. Needs assessment
  - e. Formulation of list of formal library school programs
  - f. Meeting of local group members who have responsibility for coordination of educational programs to brainstorm about 1) purposes and services (activities) of the Education Committee and 2) program content of State meeting. It is hoped that specific suggestions will be the outcome once broader problem areas are identified.
5. Tentative plans were made to act on 4f above. (The verb tenses used below were chosen deliberately since there are many unknowns at this time!)
- a. The meeting would be held Monday, October 12, 1981 at the MHSLA meeting in Dearborn over the lunch break or from 4-5:30 p.m.
  - b. Chairpersons of the local groups would be contacted to supply names of 2 people who would attend from each group,
  - c. A MICCLE facilitator and recorder would lead the discussion,
  - d. Discussion would focus on the 2 issues in 4f above,
  - e. Jim will contact the Committee members and MHSLA president for their input on this idea and will arrange meeting time, place, and room. Janet and Beth will contact Faith for her suggestions for the facilitator and recorder; will eventually meet with the facilitator to determine structure of meeting; and will compose letter to local group chairpersons,
6. The organization and working of the Committee will be deferred to the next meeting.
7. Jim will arrange for the next meeting of the Education Committee to be held over the lunch period on Tuesday, October 13, 1981, at the hotel. Definite arrangements will be sent out later.

*Janet Parsch*

Janet Parsch  
June 19, 1981