



## MEMO

**To:** Network Advisory Council  
**From:** Colet Bartow  
**Subject:** Continuing Education and Certification Task Force Recommendations  
**Date:** May 3, 2023

This agenda item seeks action from the NAC to endorse the Continuing Education and Certification Task Force recommendations to the Commission. (See complete recommendation summary and report in your meeting materials).

The Task Force recommendations are to:

1. Adopt fewer, clearer, measurable, and actionable program goals;
2. Adjust the Library Administration Track to increase flexibility;
3. Maintain the Voluntary Trustee Track Requirements as is;
4. Adjust the Voluntary Staff Track requirements to increase flexibility and encourage participation;
5. Address user experience with ASPeN to eliminate barriers to tracking and finding continuing education credits;
6. Provide lists of recommended courses for each certification track;
7. Develop an accessible and consistent plan to promote Continuing Education and Certification Program and,
8. Plan implementation for an effective date of July 1, 2024.

As you review the report, please keep these questions in mind:

- Are the program goals clear and actionable? (page 6)
- Do the recommendations for the Library Administration track meet the goal of flexibility? (page 7)
- Do the recommendations for the Staff track meet the goal of flexibility? (page 9)
- Are the certification track descriptions clear and understandable?
- Are there any unclear or ambiguous ideas in the recommendations?
- What haven't we considered that should be included before moving the recommendations to the Commission for final approval?

Note: An updated Continuing Education and Certification Handbook will be published to provide a roadmap and support for participants to engage with this program. The Handbook will be accessible from the MSL website.