Annual Report 2012
Professional Development Committee
Education Subcommittee
Mentoring Subcommittee

Submitted by: Stacy Brinkman
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Leadership Update:
Maggie Portis (Incoming Chair, PDC), Pratt Institute
Alice Whiteside (Incoming Chair, PDC-Education), Mount Holyoke College
Anna Simon (Incoming Chair, PDC-Mentoring), Georgetown University

Executive Board Liaison:
Sarah Carter, Ringling College of Art and Design
Sarah Falls (Incoming Liaison, Education), New York School of Interior Design

Professional Development Committee Members, 2012-2013:
Kim Detterbeck, Purchase College Library
Beth Morris, Yale University
Susette Newberry, Cornell University
Maggie Portis, Pratt Institute
Jenna Rinalducci, George Mason University
Heather Koopmans, Savannah College of Art and Design (Education Subcommittee Chair)
Rachel Resnik, Massachusetts College of Art and Design (Mentoring Subcommittee Chair)

PDC Activities:
The Professional Development Committee developed a number of programs this year to benefit Society members.

• Internship Roster: PDC continued to maintain the ARLIS/NA Internship Roster. During the course of the year, Susette Newberry investigated several tools that might help in streamlining the process of updating internship listings, and also creating a more searchable or sortable list. However, an immediate solution was not found.

• New Voices Panel: Jenna Rinalducci and Kim Detterbeck worked with the Gerd Muehsam Committee and ArLiSnap to select speakers and to coordinate the New Voices Panel at the 2013 Pasadena Conference.

• Conference Networking: Maggie Portis coordinated the 2013 Conference Networking program for the Pasadena Conference. She worked with Debbie Kempe to also be involved with the First Time Attendees orientation at the conference.

• Emerging Technologies Forum: Kim Detterbeck and Stacy Brinkman worked with Sarah Sherman and Cathy Billings of the Pasadena Conference Program Committee, as well as with Stephanie Grimm and Suzanne Walsh of ArLiSnap to coordinate an
"Emerging Technologies" forum for the 2013 conference. This forum will feature hands-on learning as well as short presentations on new technologies that will benefit our profession.

- Leadership/Management: Beth Morris led an investigation to compile a list of local, regional, and national leadership and management training opportunities for mid-career professionals. PDC is currently considering various options for disseminating this information.

Other activities
- Migrated the LinkedIn account from PDC to Membership
- Worked with Heather Koopmans (Chair, PDC-Ed) to develop a partnership with ACRL-Arts for the December 2013 webinar

ARLIS/NA Strategic Plan:
- I-C-3. Facilitate leadership training within the Society and across organizational borders by reaching out to leadership at related organizations.
  - Status: Pending. PDC did not have time to address this particular goal during the past year, but will begin to examine it in the coming year.

- I-D-1: 1. Establish an ongoing "emerging technologies" forum at annual conferences and other venues and, when possible, collaborate with affiliated organizations, vendors, and academics.
  - Status: Completed / Ongoing. Throughout the year, we worked with the Pasadena CPAC and with ArLiSnap to coordinate the first emerging technologies forum, from envisioning what this would look like, to calling for and reviewing proposals, to working through all of the logistics. Kim Detterbeck has already been in initial contact with Roger Lawson from the 2014 CPAC about continuing the Emerging Technologies forum.

- II-B-2. Identify management training workshops and/or webinars that address professional development for the mid-career and senior career members.
  - Status: Ongoing. We have researched compiled an initial list of training opportunities (mainly in workshop or institute form) that would address mid-career or senior career professional development needs. However, we need to find a better way to continually update and disseminate this information than methods that we have used in the past for things like the Internship Roster, the Fine Arts Librarianship Degree Program List (static HTML page or PDF, respectively).

- III-C-1. Investigate joint programming in which ARLIS/NA partners with related organizations.
  - Status: Completed / ongoing. In the fall of 2012, the PDC and PDC-Ed chair reached out to the chairs of ACRL-Arts about possible joint programming. The result was the successful December 2012 webinar. Both parties (ARLIS/NA and ACRL-Arts) have an interest in continuing this kind of joint programming on a regular basis.

Issues for the Executive Board:
- Website/CMS development:
  - PDC maintains a number of lists and documents that would be very well served by a dynamic database. A possible solution would be a PHP/MySQL database (or similar setup). A current list (like the Internship Roster or
Leadership (Management list) could be entered into the database, and then an ARLIS/NA member could run a query on the website to find internships or workshops in a particular geographic area, content area, timeframe, or by other criteria. Such a database could also be dynamically updated without needing to go through a website editor each time (Nedda does a great job but it is a lot of work that could be done more efficiently).

Annual Report 2012
Professional Development – Education Subcommittee

Submitted by: Heather Koopmans
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Leadership update: 2012-13 PDC-ED members:

- Chair, Heather Koopmans, Savannah College of Art and Design
- Margaret (Meg) Black, Metropolitan Museum of Art
- Adrienne Lai, North Carolina State University
- Patrick Tomlin, Virginia Tech
- Alice Whiteside, Mount Holyoke College (incoming chair, 2013-14)

Highlights:

PDC-ED is primarily responsible for organizing ARLIS/NA’s ongoing online webinars and lunchtime chats. Between spring 2012 and early spring 2013, we held 4 chats and 2 webinars (plus 1 additional webinar which has been temporarily delayed until later in spring ’13). Chats averaged around 20-30 attendees, and webinars approx. 35-50 attendees. There were approx. 160 total attendees at five events to-date.

Schedule (dates, formats, titles and speakers):

- Postponed until May: WEBINAR: Using Book Art to Cultivate and Engage Library Supporters
  - Laura Russell, 23 Sandy Gallery; Richard Minsky, independent book artist and collector; Guest moderator/organizer, Teresa Burk, SCAD-Atlanta; PDC-Ed organizers/moderators, Heather Koopmans and Meg Black
- Late March/early April 2013: CHAT: All About the Pasadena Conference (exact title and details TBA)
  - Speakers will include members of Pasadena programming and local arrangements committees; PDC-ED organizers/moderators: Alice Whiteside and Patrick Tomlin
- February 4, 2013: CHAT: Enriching the Museum Visitor Experience: Two Popular Library Outreach Programs
  - Sheila Cork, New Orleans Museum of Art; Leah High, Metropolitan Museum of Art; PDC-ED organizers/moderators: Meg Black and Heather Koopmans
- January 11, 2013: CHAT: ARLIS/NA Awards: The Inside Track
  - Rebecca Cooper, University of Virginia; Viveca Pattison Robichaud, University of Notre Dame; Cara List, University of Oregon; PDC-ED Organizer/Moderator: Adrienne Lai
- December 7, 2012: WEBINAR: Imagining, Innovating, Leading: Exploring the Connections Between Librarianship and Creativity (ACRL-ARTS collaboration)
Tina Chan, SUNY-Oswego; Annette Haines, University of Michigan; PDC-Ed organizers/moderators, Heather Koopmans and Alice Whiteside

  - Brandon Butler, Director of Public Policy Initiatives at the Association of Research Libraries (ARL); PDC-ED organizers/moderators: Patrick Tomlin and Alice Whiteside

- May 25, 2012: CHAT: *Crafting Proposals: Pasadena and Beyond*
  - Speakers: Sarah Sherman, Getty Research Institute; Cathy Billings, Brandy Library & Art Center; Nedda Ahmed, Georgia State University; Tony White, Maryland Institute College of Art; Moderator: Emilee Mathews, Indiana University; ARLISNAP Education Liaison; PDC-ED organizer/moderator, Alice Whiteside

**Other achievements:**

- Improved webinar communication/workflows in collaboration with Guadalupe Rodriguez, ARLIS’ former webinar manager, and also improved internal PDC-ED planning and how-to documentation
- Invited members whose proposals were not accepted for Pasadena to submit their work for chat/webinar consideration by PDC-ED in 2013-14
- Began to investigate the possibility of offering pay-per-webinar options for non-ARLIS members. PDC-ED will continue to develop this proposal in the coming year.

**ARLIS/NA Strategic Plan action items:**

- **I-D-2:** Facilitate an ongoing dialogue concerning new advances in the field through a webinar series, a professional resources series, and/or a blog feature.
  - **Status:** Pending. Webinars and chats already frequently address new advances and other ‘hot’ issues; however, enhancements to ARLIS/NA’s website will enable us to promote them more effectively by topic. For example, an upgraded website might enable us to “tag” each current and past event with searchable key words that would allow users to quickly find chats and webinars addressing a topic of interest to them (e.g., ‘outreach’, ‘collection development’, ‘management’, etc.)
- **II-B-2.** Identify management training workshops and/or webinars that address professional development for the mid-career and senior career members.
  - **Status:** Pending. PDC-ED has discussed the possibility of supporting this initiative by reaching out to those who’ve participated in national leadership programs (e.g. those offered by ARL and Harvard) to share their experiences via a webinar or chat. We need to do further research in order to identify potential speakers, and in general learn more about what kinds of professional development topics mid- and senior- career librarians want to know about so we can help plan accordingly.
- **III-B-2.** Provide a forum in which ARLIS/NA members can highlight and share experiences from other conferences, workshops, or research in which they have participated.
  - **Status:** In progress / ongoing. With the assistance of the Pasadena CPAC and PDC, we were able to reach out to ARLIS members whose conference proposals were not accepted for Pasadena. We now have a small pool of interested presenters to work with throughout the coming year to develop new chats and webinars. We hope to continue collaborating with the CPACS to make an annual practice of this.
  - At the Pasadena conference, we’ll make a greater effort to identify leaders and presenters at ARLIS’ divisions, SIGs and chapters who would be
interested in re-sharing their work with the broader ARLIS/NA membership via chats and webinars.

- III-C-1. Investigate joint programming in which ARLIS/NA partners with related organizations.
  - **Status:** Completed / ongoing. In December 2012, we successfully co-organized our first joint webinar with ACRL-Arts division and want to make this an annual part of our programming.
  - We’ll keep the door open to consider additional partnership events pending demonstrated interest from members of both organizations, availability of appropriate speakers, and time on the webinar/chat schedule.

**Recommendations for the Executive Board:**

- **Website updates:** As ARLIS prepares to implement a new website CMS, we recommend these features:
  - More options for tagging/labeling/organizing chats and webinars on the website, to better promote them by topic and to specific audiences.
  - A native chatroom feature. We’re currently using speeqe.com, a free tool that is workable but not ideal for the long term. A chat tool that can be embedded on the ARLIS website for easy access by the membership and that can be moderated by designated individuals would be ideal.

- **Promotion/ marketing:**
  - Please keep PDC-ED in the loop regarding the initiative to consolidate marketing efforts across the organization. PDC-ED is interested in collaborating with this individual or group to better promote our webinars and chats.

- **Webinar management/software:**
  - In light of manager turnover this year, we were reminded of how essential it is to have readily available ‘back-up’ webinar managers at TEI. Backup management should be able to deliver consistent, professional-quality webinars whenever ARLIS’ primary manager is unavailable, and offer training and continuity of established best practices to newly hired managers.
  - If ARLIS/NA chooses to move forward with virtual conferencing, please consider coordinating with PDC-ED to see if VC software/event licenses should extend to webinars as well. It may be more effective in terms of overall costs, time and image/branding for one tool to encompass all of ARLIS/NA’s virtual events. Ideally this would also help PDC-ED facilitate the expansion of webinar programming beyond the core ARLIS/NA membership.

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**Annual Report 2012**

**Professional Development – Mentoring Subcommittee**

Submitted by: Rachel Resnik  
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**Leadership:**
Rachel Resnik, Massachusetts College of Art and Design-- Chair, Outgoing  
Anna Simon, Georgetown University –Chair, Incoming

**Subcommittee Members:**
Jessica Shaykett, American Craft Council-- Continuing  
Sarah Sherman, Getty Research Institute-- Outgoing
Anna Simon, Georgetown University-- Continuing (Incoming Chair)
Heather Slania, National Museum of Women in the Arts-- Continuing

**Mentoring Activities:**

**Toronto 2012-2013 Mentoring**

18 ARLIS/NA members (9 mentors and 9 mentees) were accepted to the 2012-2013 Yearlong Mentoring Program with a kickoff workshop in Toronto. Of these 7 pairs completed the yearlong program. The other two pairs were dissolved shortly before or after the Toronto workshop. A chronic problem is having people apply for the program and then not be able to make it to the workshop. We now try to refer these folks to the virtual mentoring program. I believe this was the first year that we did not have any career mentoring program participants confuse our program with conference networking program and vice versa.

The workshop evaluations were excellent. 11 of 14 participants completed the evaluation and on a scale of 1 to 5 all numeric questions received an average of 4 to 5.

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<th>Was the content of this presentation logical, organized and clearly presented?</th>
<th>Were the in-class exercises helpful in learning how to prepare for the mentor/mentee relationship?</th>
<th>Was the DVD helpful and supportive for your learning needs?</th>
<th>Were the handouts helpful?</th>
<th>Identify the advantages and challenges of being a mentor/mentee.</th>
<th>Have a framework for planning and creating a mentor/mentee relationship</th>
<th>Define my goals as a mentor/mentee.</th>
<th>Locate appropriate resources to guide my development in this process.</th>
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Mid-year evaluations were very positive and initial responses from mentors and mentees were on track. Of the 7 pairs contacted in February for their most recent check-up, we received positive feedback from 6 pairs. One pair did not respond, but they had responded positively to the January correspondence. The committee is now working on editing the final program evaluation.

The committee hopes to arrange a cocktail hour for the Toronto cohort and any other past program participants.

**Virtual Mentoring**

In May of 2012 we premiered the virtual mentoring program. We received a staggering 63 applicants. From these were able to create 26 pairs of mentors and mentees. Some individuals are participating as both a mentor and mentee. Due to a disparity of mentor and mentee applicants, 9 mentee applicants were unpaired. It had been our intention to run the virtual mentoring program on a rolling basis. The logistics for managing a rolling mentoring program proved to be too complicated so for now admission to the program will be done once a year.

The primary difference between the virtual program and the traditional yearlong career mentoring program is that the virtual participants do not come together for an in person
training workshop. As such we needed to make all necessary training materials available online. With the help of Nedda Ahmed and staff at TEI we were able to create a webpage with all of the training materials, making the copyrighted articles and DVD password-protected.

Of the 26 pairs originally created, two mentoring relationships have been dissolved. One, because the mentee left art librarianship and one because the mentor in the relationship was unresponsive. We have subsequently paired the short-changed mentor and mentee with each other to pursue a new virtual mentoring relationship. They plan to meet up in Pasadena.

Feedback from the remaining 24 pairs has been positive.

**Chapter Mentoring**

As far as we know, there were no chapters doing formal mentoring during 2012-2013.

- I reached out to chapter leaders in early November to inform them about the Virtual Mentoring Program and to offer assistance in developing chapter level mentoring with any interested chapters. I received a very enthusiastic response from ARLIS/OV. The ARLIS/OV chair, Alison Huftalen, is a current mentor in the ARLIS/NA Yearlong Career Mentoring Program.
- At least four chapters have expressed interest in initiating chapter level mentoring: ARLIS/Midstates, ARLIS/NE, ARLIS/TC and ARLIS/DMV. Each of these chapters have ARLIS/NA members who are either currently mentoring and/or are members of the Mentoring Subcommittee

**Pasadena 2013-14 Mentoring Preparations**

We ultimately received 20 applicants for the Pasadena Yearlong Career Mentoring Program. The committee was required to extend the application deadline for mentors and cajole individuals into applying, because at the time of the original deadline we had received no mentor applicant. Regardless, the resulting 10 pairs of mentors and mentees is a testament to the fact that the traditional mentoring program is still going strong.

Anna Simon and Heather Slania will be leading the workshop in Pasadena and are in the process of completely revamping the workshop. All (or most content) will be presented live rather than using the DVD shot at the pilot program at the Banff conference.

**New and Continuing Projects**

**Website Updates**

The committee has prepared enhancements for the subcommittee’s presence on AWS.
- Added bibliography of suggested reading on mentoring topics.
- Created virtual mentoring webpage which includes all training materials.
- Testimonials are gathered but are awaiting accompanying photographs.
- Creating a more interactive web experience for current and past program participants is on our to-do list.

**Evaluations/Training/Best Practices**

The subcommittee got approval from the Board to purchase an institutional membership to the International Mentoring Association (IMA). This organization’s website has excellent documentation on best practices in all areas of mentoring. We are using their resources to improve our evaluations and training materials.
Upcoming

Pairing

Committee members spent countless hours reviewing applications and pairing mentors and mentees for the virtual mentoring program. We had edited the application to enable it to capture fuller information about each applicant to make pairing more effective, including adding lots of check boxes to help us better pair people with like interests and to make the application review process easier for the committee members. In actuality the process is more cumbersome than ever and probably not any better.

Part of the solution is better education of our applicants. We need to make sure that participants understand that with an applicant pool of 60, finding like-minded individuals is not going to be as precise as eharmony. And that a successful mentoring relationship is really just as possible with two individuals who do not necessarily share a common background.

The committee is pursuing alternative means of pairing. One idea is to gather the applications and then let individuals pair themselves. This would certainly save time in the long run for committee members and may yield better matches. One fear is that more reserved members will be at a disadvantage.
A solution along these lines would require technical support from TEI.

Data Tracking and Storage

The committee has discussed at length the challenges of managing the vast amount of data we are required to gather and track during the course of mentoring business. We have begun to consolidate some of the spreadsheets that have been created over the years, but shared spreadsheets on Google Drive aren’t an adequate tool, especially as much of our data needs regular checking against the ARLIS/NA membership database to ensure that we have current information. Ideally the Mentoring committee would have an online database that was shared among subcommittee members, but not the membership at large that would tie in to or be fed from the ARLIS/NA membership database.

We began talks with TEI about data management. Early in the year they seemed very receptive to collaborating on a tool that would meet the needs of the subcommittee. Unfortunately staffing at TEI turned over shortly after the Mentoring Subcommittee reached out to truly begin tackling the issue. This project is now stalled until staffing issues at TEI get resolved.

Strategic Plan

The action item for which the Mentoring Committee plays the role as primary agent is:

GOAL II. EXPAND MENTORING, MANAGEMENT, AND TRANSITION SKILLS.  
Objective C. Enhance the visibility of all ARLIS/NA and chapter mentoring efforts.  
Action-- Develop a web presence for the promotion of both Society-wide and local mentorship programs.  
In many ways this strategic plan action item ties into all of the subcommittee’s activities. However, much work remains to explicitly address this issue.