

9/5/16

Office for Human Resource Development and Recruitment (HRDR)

ALA Allied Professional Association (ALA-APA)

Certified Public Library Administrator (CPLA), 2000-19

Box 1:

Advisory Committee Meetings, 2007-10

ALA Course Provider, ALCTS, 2008-10

ALISE and jESSE Discussion Board on Library Certification, 2002-03

APA Meetings, 2012-14

College Courses

Belmont College, 2012 [Restricted]

Central Carolina Community College, 2012 [Restricted]

City College of San Francisco, 2013 [Restricted]

Cuesta College, 2011-12, 2017-18 [Restricted]

Cataloging and Classification

Collection Management

Communication and Teamwork

Foundations of Library Services

General Correspondence

Reference and Information Services

Technology

Youth Services

Doña Ana Community College, 2010 [Restricted]

DuPage, 2005-10 [Restricted]

Access Services

Adult Readers' Advisory Services

Cataloging and Classification

Collection Management

Communication and Teamwork

Foundations of Library Services

Reference and Information Services

ECU, Financial Management of Public Library Organizations, 2006-07

Fresno Pacific University, c. 2009

Harper College, 2009

Highline Community College, 2009, 2012 [Restricted]

Illinois Central College, 2010

Ivy Tech Community College, 2011 [Restricted]

NKU, 2010

Palomar College, Multiple Courses, 2010-11, 2018 [Restricted]

Pasadena City College with Postcard (2002), 2010, 2012 [Restricted]

Sacramento City College, Multiple Courses, 2016-17 [Restricted]

TRCC, 2010-12, 2016-17 [Restricted]

Access Services

Adult Readers' Advisory Services

Cataloging and Classification

Collection Management
 Communication and Teamwork
 Foundations of Library Services
 General Correspondence
 Reference and Information Services
 Technology
 Youth Services
 UIUC, 2006-09
 Budget and Finance
 Current Issues and the Library
 Fundraising and Grantwriting [Restricted]
 Marketing
 Organization and Personnel [Restricted]
 Planning and Management of Buildings [Restricted]
 Politics and Networking
 Service to Diverse Populations
 UNT, 2006-10
 Budget and Finance
 Fundraising and Grantwriting [Restricted]
 Planning and Management of Buildings
 UWM, 2010
 Wilbur Wright College, Multiple Courses, 2011-12
 Committee on Education, Criteria for Programs to Prepare Library Technical Assistants (COE),
 2004
 Competencies,
 Development, 2004, 2007-08
 Correspondence, 2006-08
 Final, c. 2007
 Council on Library/Media Technicians (COLT), Library Support Staff: Gaining Recognition in a
 Changing Time, 37th Annual Conference, 2004
 CPC Meetings,
 2005-07
 2008-12, 2014

Box 2:

CPLA

Certificate Program Projects [2 folders], 2003-05
 Certification Presentations, 2006-07
 Course Completion Forms, 2005-06
 Courses, 2006-07, 2010
 Governance, 2002, 2004-05, 2008
 History Packet, 2002-04
 HRDR Course, 2010
 Instructors, 2005 [Restricted]
 Legal Documents, 1997, 1999, 2005-06
 Press Releases and Publicity, 2006-09

RFPs for Providers, 2006-07
 Timelines, 2008
 Trademark, 2002-09
 Transition Team, 2003
 Website, 2007-08

CRC,

CPLA Meetings, [Restricted]
 2005-06
 2007
 2008 [3 folders]
 2009 [2 folders]
 2010
 2011 [3 folders]
 2012 [2 folders]
 2013
 2014-15

Box 3:

2016
 2017 [2 folders]
 2018
 2019

Creation and Development, 2003-05 [Restricted]

LSSC Meetings,
 2010-14,
 2018-19 [Restricted]

Empowerment Conference

2005, Flyer
 2006

Evaluation
 Presenter Handouts [Restricted]

2007 [Restricted]
 2007

Debrief and Evaluation Results
 Evaluation Forms [Restricted]
 Planning [Restricted]
 Presenter Handouts [Restricted]
 Volunteer Schedule [Restricted]

2008, with digital images on a CD [Restricted]
 2008

Evaluation Forms
 Evaluation Results
 Marketing
 Participation List
 Planning [Restricted]
 Presenter Handouts

2009, with digital images on a CD

2009

Evaluation Forms
 Evaluation Results
 MW Institute for Support Staff
 Participation List
 Program

Foreign Accreditation, Iran, 2014 [Restricted]

Frequently Asked Questions – General, Sponsors, Providers, Participants, 2003

IFLA Conference, “The Library Support Staff Certification Program: Past, Present, and Future,”
 Jenifer Grady and Barbara Marson, 2008

IMLS, Laura Bush 21st Century Librarian Program

Application, [Restricted]

2006-07

2009-10

Correspondence, 2006

Grant Expenses, 2009 [Restricted]

Grant Guidelines,

2005-06

2006-07

2009-10

Interim Report, 2011

Interim Reports with CD, 2008-09 [Restricted]

Research, 1991-97, 2006

Working Application, [Restricted]

2006

2009

Box 4:

LAMA, Meetings and Discussions of Librarian Certifications, 2004

Library Support Staff Competencies Survey, 2007-09

Library Workshops

Amigos Library Services, 2018

Arizona State Library, 2008-09

GSLIS, Budget and Finance Reviews, 2007

LAMA, 2005-07

Budget and Finance

Facilities Management and Maintenance

Library Marketing: Keep It Simple [Restricted]

Marketing

Staffing Issues for the 21st Century

NSLS, 2005-08

Budget and Finance

Fundraising and Grantwriting

Marketing

Organization and Personnel Management

Politics and Networking

PLA, 2006-10

- Budget and Finance
- Course Applications
- Current Issues and the Library
- Fundraising
- Management of Technology
- Marketing
- Organization and Personnel
- Planning and Management of Buildings
- Politics and Networking
- Service to Diverse Populations

SEMLS, Organization and Personnel Administration, 2005-07

State Library of Louisiana, 2009, 2012, 2017-18 [Restricted]

- Cataloging and Classification
- Communication and Teamwork
- General
- Reference and Information Services

LSSC

- Registration Assistance Award Recipients, 2011-12
- Task Force, 2007

LSSCP

- Achievement Record Guidelines, 2008-09
- Approval Process within ALA, 2008-10
- Briefing Document Drafts, 2009
- Business Plan Drafts, 2008-09
- Conference Materials, 2008
- Definitions, 2008
- Development of Application Forms, 2009
- Evaluation RFPs and Final, 2007-10
- Field Test Site Information, 2009-10
- Individual Contribution Reports, 2007-09 [Restricted]
- Policies and Procedures, 2008-10
- Portfolio Development Suggestions Drafts, 2009-10
- Presentation at the College of DuPage, 2016-17
- Presentations and Communication with the University of Illinois, the University of Wisconsin-Madison, and the Mississippi Library Commission, 2007, 2010-11
- RFP for Consultant to Create Evaluation Assessments, 2008
- Staffing, 2007
- Website, 2007-09

LTA Programs, 2004-05, 2010

Marketing

- Interviews with Library Directors and Trustees, 2002
- Interviews with Library HR Directors, 2002
- Plans, Original and Update, 2004-05
- Materials, 2010
- Research on Products and Services Proposal, 2002

Survey of Public Librarians Who Meet CPLA Eligibility Requirements, 2002
 On the Front Lines: Statewide Library Practitioners Conference, Illinois, 2013

Box 5:

Other Certifications

Chartered Institute of Library and Information Professionals (CILIP), 2004-05
 “Library Education Needs Assessment Continuing Education Survey: Fifty States,”
 Cindy Mediavilla, 2001
 National Organization for Competency Assurance (NOCA), 2000-06
 Program Research, 2001-08
 “Public Library Standards: A Review of Standards and Guidelines from the 50 States of
 the U.S. for the Colorado, Mississippi and Hawaii State Libraries,” Christine
 Hamilton-Pennell, 2003
 Recertification Tracking, 2011-13 [Restricted]
 “Six Principles of Certificate Quality: The Employer Perspective,” National Alliance of
 Business Policy Paper, 2001
 State Information, 2005

PLA

Conferences, 2016, 2018 [Restricted]
 Job Analysis Survey, undated
 Membership Survey, 2000

Portfolio and Certification Management System RFPs

Folio by ePortaro, 2009
 Foliotek, 2009
 KMi, Inc., 2009
 LiveText, 2009-11
 McCann Associates, 2009
 TaskStream, 2009
 Tk20, 2009

Post-MLA Certification Proposal, 2001

Box 6:

Research on Library Support Staff
 Accreditation, 2004-06
 Training and Education, 1999-2007
 Status of Librarians Task Force, 2001-02
 Structure, 2001-02, 2004
 Western Council of State Libraries, 2004-07
 YALSA, Certification to Support Young Adults, 2001, 2005-06
 CPLA Course Evaluations, 2009 [Restricted]

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