

**TRLN COMMITTEE ON HUMAN RESOURCES
ANNUAL REPORT
JULY 2005 – JUNE 2006**

The membership of the Committee on Human Resources remained the same this year, although Wendy Scott assumed the chairmanship of the committee. Ann Elsner (Duke) Carolene Griffin (NCCU), Anne Klinefelter (UNC Law) and Mari Marsh (UNC) continued as members.

The committee members continued to form the basis of a Management Committee for the TRLN Doctoral Fellows program, funded by a grant from the Institute of Museum and Library Services. The Management Committee participated in the selection of the final four Fellows, bringing the total cohort to six doctoral candidates interested in teaching and research in academic librarianship. On November 30th the committee hosted an event for the graduate and post-graduate and doctoral students participating in internships and fellowships in the TRLN libraries. Participants represented the Duke internships and diversity fellowship programs, the UNC CALA (Carolina Library Academic Associates) program, NCSU fellows including a Council on Library Information Resources (CLIR) fellow, the UNC SILS Athena fellows, and the TRLN Doctoral Fellows.

The committee investigated training in presentation skills and located a workshop given by SOLINET (Southeastern Library Network). Committee members polled their institutions for potential interest and found enough interest to schedule two sessions. Thirty-two library staff members attended these workshops that introduced concepts as well as practical advice to improve not only the content of presentations but also presentation style. Topics addressed included needs assessment; planning and organizing presentations; delivery; and dealing with difficult situations. The workshop content and the trainer were both rated very highly by the attendees.

Responding to the continuing need for management development, the committee will bring the Association of Research Libraries (ARL) workshop, Library Management Skills Institute II to the area in October, 2006.

The committee tested their idea of a “Staff Enrichment Series” as an opportunity for library support staff to learn about areas of current interest and importance to academic libraries. The first session was held on October 25, 2005, at The Solution Center and was attended by 59 staff members. The pilot session featured a presentation by Karen Letarte, NCSU, on bibliographic control and resource discovery, and a presentation on the iPod deployment at Duke by Lynne O’Brien. The feedback on the pilot session was overwhelmingly positive and therefore the committee felt that continuing the series was warranted. The committee charged a Task Force with continuing the program planning for the series. The second session was held on June 5, 2006 at The Solution Center. 76 staff members attended this session and learned about “Bridging the Generation Gap” from Linda Drake, UNC, and “ERM’s: Planning for Electronic Resource Management Systems” from Maria Collins, NCSU.

Both Duke and NCSU hired new staff into their human resources departments. The committee organized a meeting of human resources staff to introduce themselves and share information.

The committee collected demographic data from all of the TRLN libraries to inform their exploration of the issues of succession planning. The committee analyzed the data gathered and found that while there is some variation by institution, it is clear that across TRLN there are a significant number of librarians who will reach retirement eligibility over the next five years. The committee considered the implications of these data on future staffing issues. After examining the data across the TRLN libraries, the committee determined that a cohesive middle management program might be of benefit to all. The committee submitted a report to the Executive Committee, and suggested the development of a middle management institute.

The TRLN staff continued to conduct quarterly orientation sessions for new staff in the four institutions. The committee members work with TRLN staff to notify new staff and to provide contact information to TRLN. 89 employees attended three orientation sessions this year. Some of the committee members formed a search committee for the recruitment of a TRLN Project Librarian. In November, Judy Rutenberg joined the TRLN staff.

Committee members participated in the TRLN planning process. A list of human resources activities was compiled, describing categories of activity, indicating the time frame for those activities, and the groups involved in the support for the activity. The proposed middle management institute is on the list of new projects to consider for the future.

The TRLN Committee on Human Resources was awarded the 2006 SOLINET Outstanding Library Program Award (SOLPA) for Continuing Education and Staff Development. The award is given in recognition of demonstration of development and implementation of continuing education programs for librarians and library staff. Emphasis is on creativity and innovation. SOLINET recognized the work of this committee for its planning and implementation of training and development programs for staff at all levels. Ann Elsner accepted this award on behalf of the CHR at the SOLINET Annual Meeting.

MEMBERSHIP

Ann Elsner, Duke University

Carolene Griffin, North Carolina Central University

Anne Klinefelter, University of North Carolina Law Library

Mari Marsh, University of North Carolina

Wendy Scott, North Carolina State University

Mona Coutts, TRLN staff