



Changes to Public Library Accreditation Criteria

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WHAT IS ACCREDITATION?

ACCREDITATION

Accredited libraries are eligible for certain services from the State Library including:

- TexShare databases consortium
- TexShare card program
- E-rate (federal discount program)
- Statewide Interlibrary loan
- Apply for agency's competitive grants
- Other funding opportunities agency may offer

ACCREDITATION

Accreditation is done annually. For a library to be accredited must:

- Complete the Public Library Annual Report
- Submit the Application for Accreditation
- Meet the accreditation criteria
 - There is an appeals process if don't meet certain criteria
 - Some criteria allow for a library to be placed on probation for up to 3 years

**HOW DID THE CRITERIA GET
CHANGED?**

Process

Accreditation Task Force

Co-Chairs: Dale Fleeger (Weatherford Public Library)
Becky Sullivan (Riter C Hulsey Public Library, Terrell)

Paige Delaney – Alpine Library

Lisa Loranc – Brazoria County Library System, Angleton

Patrick Heath – City of Boerne

Daniel Berdaner – Forest Hills Public Library

Waynette Ditto – Hewitt Public Library

Kara Spitz – Longview Public Library

John Trischitti – Midland County Public Library

Cecilia Barham – North Richland Hills Public Library

Jane Bering – Gaines County Library, Seminole

Donna Littlejohn – Amarillo Public Library

Katherine Brown – Sterling Municipal Library,
Baytown

Dionne Mack-Harvin – El Paso Public Library

Jennifer Johnson-Spence – Cooke County Library,
Gainesville

Meller Langford – Houston Public Library (retired)

Lon Nichols – Lumberton Public Library

Gretchen Pruett – New Braunfels Public Library

Adolfo Garcia – Pharr Memorial Library

Timeline-2014

March	Comment period open to libraries Webinar
April	Open Forum – TLA Conference
May	Finalize recommendations
June	LSA Board Meeting
July	TLA Annual Assembly
August	TSLAC Commission approved for posting for public comment
November	TSLAC Commission adopted Changes effective (November 30)

WHAT CHANGED FOR LFY 2014 ACCREDITATION CYCLE?

13 TAC 1.81

Quantitative Standards

(B) have at least one item...per capita or expend at least 15% of the local expenditures on the collection

(decreased from 25%)

(C) have at least 1% of total items in collection published in the last five years (for 2014 report, will be published between 2010 and 2014)
– New criterion

13 TAC 1.81

Quantitative Standards

(F) Changes language regarding full-time professional librarians to reflect “equivalent” since that is the way we analyze the reports.

13 TAC 1.83

Other Requirements

- (1) The library must have a website and a telephone with a published number
- (2) The library must have available both a photocopier and a computer with Internet access for use by the library staff and at least one computer with Internet access and printing/copying capabilities for the general public.

13 TAC 1.83

Other Requirements

- (3) Interlibrary loan policies must be available for the public.
- (4) Instructional webinars are now specifically included in the 10 hours of CE that director must obtain annually.
- (5) Library must have a catalog of its holdings available to the public that is electronically searchable, at a minimum by author, title, and subject.

13 TAC 1.83

Other Requirements

(6) The long-range plan must now include both a collection development element AND a technology element

Any language referencing the regional library systems was removed from the sub-rules in 13 TAC 1.83.

13 TAC 1.71

Definition of Population Served

Population sub-rule 6 was amended to reflect how population is prorated for libraries that are in the same county and only receive revenue from the county.

The rule had been inconsistent with the rest of the population assignment rules.

13 TAC 1.72

Public Library Service

- (a) Under services that cannot charge for:
Added language that library services **for the general public** must be provided without charge for or deposit

Removed language that defined “reference services”

13 TAC 1.72

Public Library Service

(b) Under services that **can** charge for:
Changed use of meeting rooms to **use of facilities**

Any language referencing the regional library systems was removed.

13 TAC 1.74

Local Operating Expenditures (MOE)

(c) Libraries that expend at least \$17.50 per capita and at least \$150,000 of local funds are **exempt** from this membership criterion.

(Increased from \$13.50 and \$125,000)

13 TAC 1.77

Local Government Support

(a) A public library that expends at least \$17.50 per capita is **exempt** from this membership criterion if it shows evidence of some library expenditures from local government sources...

(Increased from \$13.50 per capita)

REMINDER

ILL Requirement

- If your library has not started the implementation of Navigator, you need to
- Have until end of 2015, after that will have to appeal loss of accreditation
- Contact Sara Hayes at shayes@tsl.texas.gov

**NEXT CHANGES WILL BE FOR LFY
2016 ACCREDITATION CYCLE**

13 TAC 1.74

Local Operating Expenditures

(a) A public library must have minimum total local expenditures of \$10,650 in local fiscal years 2013, 2014, 2015; **\$15,000 in local fiscal years 2016, 2017, 2018**; \$18,000 in local fiscal years 2019, 2020, 2021; and \$21,000 in local fiscal years 2022, 2023, 2024.

(As reported in Question 4.2-**Seven** accredited libraries reported less than \$15,000 in local operating expenditures in LFY2013)

13 TAC 1.81

Quantitative Standards

Per capita requirements will change for all population ranges

- (1) A library serving a population of at least 500,001 persons must:
 - (A) have local expenditures amounting to at least \$13.82 per capita in local fiscal years 2013, 2014, 2015; **\$13.89 per capita in local fiscal years 2016, 2017, 2018**; \$13.96 per capita in local fiscal years 2019, 2020, 2021; \$14.03 per capita in local fiscal years 2022, 2023, 2024;

- (2) A library serving a population of 200,001 - 500,000 persons must:
 - (A) have local expenditures amounting to at least \$11.95 per capita in local fiscal years 2013, 2014, 2015; **\$12.01 per capita in local fiscal years 2016, 2017, 2018**; \$12.07 per capita in local fiscal years 2019, 2020, 2021; \$12.13 per capita in local fiscal years 2022, 2023, 2024;

13 TAC 1.81

Quantitative Standards

Per capita requirements will change for all population ranges

- (3) A library serving a population of 100,001 - 200,000 persons must:
 - (A) have local expenditures amounting to at least \$9.60 per capita in local fiscal years 2013, 2014, 2015; **\$9.79 per capita in local fiscal years 2016, 2017, 2018**; \$9.98 per capita in local fiscal years 2019, 2020, 2021; \$10.18 per capita in local fiscal years 2022, 2023, 2024;

- (4) A library serving a population of 50,001 - 100,000 persons must:
 - (A) have local expenditures amounting to at least \$8.00 per capita in local fiscal years 2013, 2014, 2015; **\$8.16 per capita in local fiscal years 2016, 2017, 2018**; \$8.32 per capita in local fiscal years 2019, 2020, 2021; at least \$8.48 per capita in local fiscal years 2022, 2023, 2024;

13 TAC 1.81

Quantitative Standards

Per capita requirements will change for all population ranges

- (5) A library serving a population of 25,001 - 50,000 persons must:
 - (A) have local expenditures of at least \$5.31 per capita in local fiscal years 2013, 2014, 2015; **\$5.42 per capita in local fiscal years 2016, 2017, 2018**; \$5.52 per capita in local fiscal years 2019, 2020, 2021; \$5.63 per capita in local fiscal years 2022, 2023, 2024;

- (6) A library serving a population of 10,001 - 25,000 persons must:
 - (A) have local expenditures of at least \$4.25 per capita in local fiscal years 2013, 2014, 2015; **\$4.34 per capita in local fiscal years 2016, 2017, 2018**; \$4.42 per capita in local fiscal years 2019, 2020, 2021; \$4.51 per capita in local fiscal years 2022, 2023, 2024;

13 TAC 1.81

Quantitative Standards

Per capita requirements will change for all population ranges

(7) A library serving a population of 5,001 - 10,000 must:

(A) have local expenditures of at least \$3.97 per capita in local fiscal years 2013, 2014, 2015; **\$4.05 per capita in local fiscal years 2016, 2017, 2018**; \$4.13 per capita in local fiscal years 2019, 2020, 2021; \$4.21 per capita in local fiscal years 2022, 2023, 2024;

13 TAC 1.81

Quantitative Standards

(8) A library serving a population of 5,000 or fewer persons

(A) have local capita expenditure or, minimum total local expenditures, whichever is greater, of \$3.70 per capita or \$10,650 in local fiscal years 2013, 2014, 2015; **\$3.77 per capita or \$15,000 total in local fiscal years 2016, 2017, 2018;** \$3.85 per capita or \$18,000 total in local fiscal years 2019, 2020, 2021; \$3.92 per capita or \$21,000 in local fiscal years 2022, 2023, 2024;

Same total local expenditure minimums as in 13 TAC 1.74.
Seven libraries reported less than \$15,000 for LFY2013.

13 TAC 1.77

Local Government Support

Uses minimum per capita amounts in formula,
so these amounts will increase for LFY2016

CALCULATION:

Per Cap Min/2 = Local Gov Per Cap

Local Gov Per Cap X Population Assignment =

Local Government Support Expenditures
minimum

**WHAT IF MY LIBRARY HAS AN
ACCREDITATION ISSUE?**

Process for accreditation issues

- Revise Report
- Claim Indirect for financial issues
- Appeal loss of accreditation

FINAL QUESTIONS?

Where can I find help?

- Accreditation criteria (Administrative Code) are available on Office of the Secretary of State site
 - <http://bit.ly/AccreditationCriteria>
- Plinkit website/technology assistance
 - Henry Stokes
 - hstokes@tsl.texas.gov
- ILL assistance
 - Sara Hayes
 - shayes@tsl.texas.gov
- Annual report/Accreditation assistance
 - Stacey Malek
 - smalek@tsl.texas.gov
 - Valicia Greenwood
 - vgreenwood@tsl.texas.gov