



Presented by Stacey Malek
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PUBLIC LIBRARIES ACCREDITATION

March 6, 2012

WHAT WE'LL COVER

- ❖ What is accreditation and why is it important?
- ❖ What are the benefits of accreditation?
- ❖ What are the accreditation rules and where can I find them?
- ❖ How do I know which Public Library Annual Report questions are related to accreditation?
- ❖ What if my library doesn't meet accreditation criteria?
- ❖ Questions

ACCREDITATION

- ❑ Accreditation means a library meets the Minimum Standards for Accreditation of Libraries in the State Library System
- ❑ These are true minimums and do not reflect quality of service

BENEFITS

- ❑ Accredited libraries are eligible for the following:
 - ❑ TexShare database consortium
 - ❑ TexShare card program
 - ❑ Interlibrary Loan program
 - ❑ E-rate program
 - ❑ May apply for competitive grants from TSLAC

BENEFITS

- ❑ Connected to other libraries in the state
- ❑ Community prestige
 - ❑ Some communities use accreditation to promote quality of life in marketing

ACCREDITATION RULES

- ❑ Minimum Standards for Accreditation of Libraries in the State Library System
 - ❑ Texas Administrative Code –
 - ❑ Title 13, Part 1, Chapter 1, Subchapter C
 - ❑ [http://info.sos.state.tx.us/pls/pub/readtac\\$ext.ViewTAC?tac_view=5&ti=13&pt=1&ch=1&sch=C&rl=Y](http://info.sos.state.tx.us/pls/pub/readtac$ext.ViewTAC?tac_view=5&ti=13&pt=1&ch=1&sch=C&rl=Y)

QUESTIONS ON ANNUAL REPORT

- Scattered throughout the report. List at end of powerpoint.
- Question 4.2 determines whether met Maintenance of Effort (13 TAC 1.74) and Per Capita Minimum (13 TAC 1.81)
- Question 4.3 determines whether met Local Government Support Expenditures (13 TAC 1.77)

ACCREDITATION QUESTIONS ARE MARKED IN INSTRUCTIONS

<p>☞ .12 Listed Telephone Is this a number that can be accessed through the internet?</p>	<p>This symbol means the question is an accreditation question.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
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Note at bottom of each page.

☞ Accreditation-related question

MY LIBRARY WAS NOTIFIED DOESN'T MEET CRITERIA-WHAT NEXT?

- Notification will come in email attachment-
Report Errors Workbook
- Follow instructions in email
- Contact Valicia or me if will not be able to meet

OPTIONS:

- Revise report
- Claim indirect support from local government entity that provided support
- Appeal
- Lose accreditation

REVISE REPORT

- ❑ Go back through report
 - ❑ Look for errors
 - ❑ Review your records

- ❑ Deadline for changes is July 31

INDIRECT SUPPORT

Indirect Support can help meet MOE or Local Government Support

Must be documented by entity providing services

Not Capital expenditures

- ✓ Indirect Support can include only *operating* expenditures
 - ✓ Janitorial services
 - ✓ Purchasing
 - ✓ Accounting
 - ✓ Grounds maintenance
 - ✓ Utilities
 - ✓ Insurance
 - ✓ Telecommunications

APPEAL

- ❑ Guidelines for appeals
 - ❑ What happened and why
 - ❑ Special circumstances
 - ❑ If budget cuts, were they across all departments
 - ❑ When will the problem be resolved
 - ❑ What steps are being taken to resolve it - Plan

APPEALS

- TSLAC staff will review and make suggestions to strengthen
- Appeals are heard by the Library Systems Act Advisory Board at their summer meeting
- Library and interested parties may attend and speak
- Board will make a recommendation to State Librarian

APPEALS

- State Librarian may uphold, or not uphold, recommendation
- Libraries notified
- Can protest decision to the full commission at August meeting
- Same appeal procedures apply
- Commission then can decide to uphold, or not, the decision of the State Librarian

UNACCREDITED

- If are unaccredited for a year, MOE resets
- Would complete annual report as usual for the next year

UNACCREDITED

- ❑ Would not be eligible for:
 - ❑ TexShare database consortium
 - ❑ TexShare card program
 - ❑ Interlibrary Loan program (1 year grace period)
 - ❑ E-rate program
 - ❑ Competitive grants from TSLAC

LIST OF ACCREDITATION QUESTIONS ON AR

- 1.12 – Listed phone?
- 4.1 – Local Collection Expenditures
- 4.2 – Local Operating Expenditures
- 4.3 – Local Government Expenditures
- 6.0 – Catalog?
- 6.17 – Total # of items in collection
- 7.12 – Long range plan?
- 7.13 – Staff photocopier?
- 7.14 – Public photocopier?
- 8.7 – Hours Head Librarian employed
- 8.8 – Head Librarian obtained 10 hours CE?
- 9.1 – Borrow through ILL
- 9.2 – Lend through ILL
- 10.1 – Staff Internet computer?
- 10.2 – Public Internet computer?
- 11.7 – Unduplicated hours open per week

QUESTIONS?

CONTACT INFORMATION

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