



Academic and National Library Training Co-operative  
[www.anltc.ie](http://www.anltc.ie)

## Annual Report 2011

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## **ANLTC COMMITTEE, 2011**

**Ellen Breen** (Dublin City University): Programme Evaluator

**Helen Fallon** (National University of Ireland, Maynooth): External Liaison & Communication  
AND Library Assistant Bursary Coordinator

**Ursula Gavin** (Dublin Institute of Technology): Website Administrator

**Jessie Kurtz** (Trinity College Dublin): Substitute Minute Taker

**Trevor Lyttle** (Queens University Belfast): Continuing Professional Development Sub-Group

**Colette McKenna** (University of Ulster): Vice Chair, Minute Taker and Programme  
Coordinator

**Grainne MacLochlainn** (National Library of Ireland): Treasurer

**Seamus McMahon** (University College Cork): Continuing Professional Development Sub-  
Group

**Ann Mitchell** (National University of Ireland, Galway): Co-ordinator of the SWETS Research  
Award

**Paul Murphy** (Royal College of Surgeons in Ireland): Web Site Administrator

**Carmel O'Sullivan** (University College Dublin): Chair and Continuing Professional  
Development Sub-Group

**Petra Schnabel** (Royal Irish Academy): External Liaison & Communication

University of Limerick: Vacant

## ***From the Chairperson***

As in 2010, the recession and consequent funding reductions meant ANLTC Institutions continued to struggle to meet budget targets. Coupled with the ongoing reduction of staff numbers, this caused great challenges for our institutions and this was the topic of the final programme of 2011, 'The Show Must Go On: Sustaining Libraries in Challenging Times'. It is remarkable that despite these challenges our staff continue not only to sustain services but to innovate and find creative solutions as evidenced both by the very large attendance and the presentations given at the UL Programme 'Service Innovation in Academic Libraries' in April.

This year we also celebrated our cultural heritage with the delivery of two programmes, one by the National Library of Ireland 'Managing Exhibitions in Libraries', and the other by the Royal Irish Academy 'The Printed Word in Irish Humanities Research'.

The very successful 'Writing for Academic Publication' workshop, now in its fourth year, had a new format this year and Helen Fallon gives a brief report on this below.

As reported by Ellen Breen in the section on Review of Programme Evaluations, a total of 140 participants attended our programmes – a 50% increase on last year, which may be due to the fact that all programmes had no restrictions on the numbers attending.

As is the norm, we had our annual meeting with the Chair of CONUL or their representative but it was not possible to meet with the Assistant Director of An Chomhairle Leabharlanna and as this body has now been stepped down and its functions redeployed this opportunity is no longer open to us. Philip Cohen represented CONUL at our meeting and continued to give ANLTC excellent support. The goodwill between CONUL and ANLTC was reinforced but there is a desire for a more collaborative relationship, particularly in regard to planning the ANLTC programme, and it is hoped that this will be achieved as soon as possible.

ANLTC had hoped that there would be more joined up thinking nationally in relation to Continuing Professional Development with one objective being the accreditation of programmes offered by ANLTC but, regrettably, the fragmented approach to planning and delivering professional programmes continues amongst the many course providers in Ireland and this objective was not achieved.

I would like to thank all the ANLTC Committee members for their commitment, contributions, creativity and support throughout 2011.

**Carmel O'Sullivan, Chair 2011**

## Academic Writing Programme

Since 2007, ANLTC has run an annual Writing for Academic Publication workshop which attracted considerable attention in ANLTC member libraries and beyond. At this point a significant number of past participants have had articles/book chapters/book reviews and conference reports published.

In 2011, the model changed to a one-day academic writing seminar; an online mentored programme of writing tasks and two peer feedback days spread over nine months. This blended-learning model aimed to address some of the challenges librarians face in developing their academic writing. It allowed a significant time period to work on writing projects; there were no costs after the initial course fee for the writing seminar. In a time of severe cutbacks in library funding, online CPD offers a means of continuing professional development that does not incur travel costs. The initial seminar was in February 2011. The formal close of the blended programme was October 2011. It is likely that it will take up to a year for some of the outputs from the programme to find their way into the literature or conferences. Initial evidence would suggest that there is value in the blended learning approach in supporting librarians to develop at academic writers.

## ANLTC Awards

### Library Assistant Bursary

In 2011, Marie Cullen, an Assistant Librarian in NUI Maynooth, was commissioned by the ANLTC to carry out a review of the Library Assistant Bursary. This bursary, launched in 1996, was a biennial event and aimed to support staff development among library assistants. Application was through submission of a 1,000 word essay outlining how the bursary would be utilised for staff development. The bursary was established prior to or in the early days of the establishment of staff development units – generally under Human Resources - within the member institutions, and at a time when there were very limited staff development opportunities for library assistants. Since the inception of the Bursary application numbers have been very low, with a maximum of four submissions for each incidence of the Bursary, with the exception of 2009 when six submissions were received.

At the time of the review over four hundred and fifty staff were eligible to apply for the bursary. Recognising the very low submission level and the changed staff development environment, a review was deemed timely.

Marie Cullen carried out an extensive online survey of library assistants in the ANLTC-member institutions. She also spoke to previous recipients of the Library Assistant Bursary. The findings are available in her report which has been circulated to CONUL Librarians. Cullen recommended replacing the essay application process with one or all of the following, in different years.

- 1. Innovation/Best Practice Award**
- 2. Study Bursary to undertake a course in a field related to libraries and cognate areas**
- 3. Travel/Exchange Bursary within Europe**
- 4. Associateship based on a portfolio of training undertaken by individual**

A sub-committee of the ANLTC (Ellen Breen DCU, Helen Fallon NUIM, Seamus McMahon UCC, Carmel O'Sullivan UCD) and a representative from CONUL (Philip Cohen DIT) reviewed the Cullen report and decided, in consultation with the ANLTC committee and CONUL, to have a poster competition where participants could individually or in teams design and develop a poster on a topic relevant to a range of library themes. A toolkit to assist applicants was designed by Daniel Seery, a library assistant from DCU, and uploaded to the ANLTC website. It was agreed the competition would be launched in 2012, with a three month deadline.

### SWETS Research Award

We are pleased to report that during 2011 SWETS indicated their ongoing commitment to supporting the SWETS/ANLTC Research award and calls for applications will be sent out in early 2012. Moreover the final report was received from the recipient of the ANLTC/Swets

Research Award 2009 - Caleb Derven, UCD. This report was loaded to the ANLTC website, and a copy was forwarded to CONUL and to the IUA Shared Services Project Group.

## ANLTC Programme 2011

### Evaluation Review

#### Introduction

The 2011 programme consisted of five events. Two were held outside Dublin - at NUI Maynooth and the University of Limerick. A total of 140 participants attended the five events. Attendance was over 50% higher than 2010. This is most likely down to the fact that few events this year had restrictions on the number of possible attendees.

Year	Events	Participants
2011	5	135
2010	5	68
2009	11	186
2008	10	145
2007	7	117

The 2011 programme comprised the following events:

Event	Event Title	Event Location	Participants
ANLTC 11/01	The Librarian As Academic Writer	NUI Maynooth, February 2011	24
ANLTC 11/02	Managing Exhibitions in Libraries: An Introduction	National Library of Ireland, April 2011	14
ANLTC 11/03	Service Innovation in the Academic Library	University of Limerick, April 2011	43
ANLTC 11/04	The Printed Word in Irish Humanities Research	Royal Irish Academy, June 2011	25
ANLTC 11/05	The Show Must Go On: Sustaining Libraries in Challenging Times	Trinity College Dublin, November 2011	29

## Analysis Methodology

The analysis of the 2011 programme is based on data and information compiled from the evaluation forms submitted for each event. Participants were asked to respond to questions under the following headings:

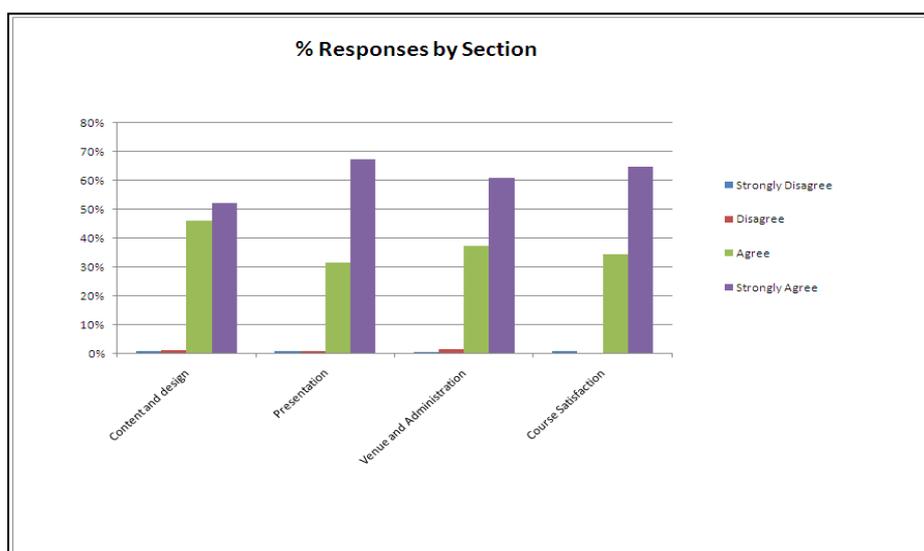
- Content and Design (6 questions)
- Presentation (5 questions)
- Venue and Administration (4 questions)
- Overall Course Satisfaction (2 questions)

The evaluation form also included a number of open-ended questions (see Appendix 1).

## Overall Response to the Programme

In line with previous years the overall satisfaction with the programme was extremely high with 99% of respondents agreeing or strongly agreeing that they were satisfied with the course(s) attended.

Participants responded positively across all elements of the programme as represented in the chart below. All elements scored 98% or above on the combined 'Agree' and 'Strongly Agree' categories.



## Individual Courses

In analysing how each course contributed to the **'Strongly Agree'** scores there are a few points to note:

- ANLTC 11/01 *'The Librarian as Academic Writer'* scored highest in terms of overall course satisfaction (87%) followed by ANLTC 11/03 *'Service Innovation in an Academic library'* (85.2%).
- ANLTC 11/01 also scored highest for 'presentation' and 'content design'.
- ANLTC 11/04 scored strongest in the category 'venue and administration'.

When you combine the **'Strongly Agree'** and **'Agree'** scores, ANLTC 11/01 and ANLTC 11/02 both had a 100% rating in the 'overall satisfaction' and 'presentation' categories.

## Analysis by Section

### **Content and Design**

Questions in this section relate to the overall content, format and design of courses. There was a 98% satisfaction score with the content and design of this year's courses. 99% of respondents indicated that the course was 'relevant to participants needs' and practical sessions 'were well organised'.

### **Presentation**

In line with the previous years, there is a consistently strong level of satisfaction with the presenters delivering the courses and the pace and delivery style. 99% of respondents agreed with the following statements:

*The presenter demonstrated good knowledge of the subject.*

*The material was presented clearly and audibly.*

*The pace of the presenter was appropriate.*

*Presenter was responsive to participants' questions.*

### **Venue and Administration**

This section covers pre-event administration, the training facilities including equipment and the catering provided. Overall respondents gave a high satisfaction rating of 99% for this category.

### **Overall course satisfaction**

As noted previously the overall satisfaction score for all courses was extremely high at 99%. Respondents were clearly satisfied that all courses met their objectives.

## Suggestions for Future Courses/Activities

No major themes emerged from the feedback concerning future ANLTC courses. Suggestions were spread across a range of areas and there was no evidence of a particular focus on any one topic. Below is a collated list of all the suggestions received in the feedback forms.

### **Academic Writing/Research**

- A course for managers concerning how they can best support their staff in terms of academic writing and research
- How librarians can enhance their research by collaborating or liaising with academics
- Training in research methods for library professionals
- Training to improve editing skills and to learn more about the peer review process

### **Management**

- Several suggestions for a change management course for library staff at all levels
- Team building

### **Other**

- Presentation skills training
- A book repair course
- How to use Adobe Photoshop
- Workshop on preservation/conservation
- Information sources for Law Librarians
- Research Services for the future
- Securing project funds/application process etc

## Conclusion

Course evaluations clearly demonstrate the success of the 2011 programme. The high scores particular in terms of overall satisfaction with the courses offered and the standard of presentations, are key determinants of course relevance, value and success.

## Hon. Treasurer's Annual Report 2011

During 2011 there were 5 ANLTC courses as listed below, and a total of 136 paying participants took part in the courses.

Course fees remained at €120 for most of the courses although one course fee was dropped to €50 per attendee due to the nature of that course and in order to encourage as many participants as possible. One other course offered a 50% discount to 2 participants who were unwaged.

Bank balance at 31<sup>st</sup> December 2011 was € 9,576.62 compared to €12,024.93 at the end of 2010. This difference was due mainly to payments outstanding for courses completed but payment for the courses not yet received.

### Bank activity

Lodged	Withdrew	Bank /Govt charges
6,210	8,658.26	49.08

### Course profit/loss at year end

Income	Expenditure	Profit
14,030.00	7,010.96	7,019.04

### ANLTC Courses 2011

Course Code	Course Title	Numbers attending	Organising Library	Cost	Income	Outcome
2011-01	The Librarian as Academic Writer	24	NUIM	1537.50	2,880.00	1,342.50
2011-02	Managing Exhibitions in Libraries	15	NLI	587.05	1,680.00	1,092.95
2011-03	Service Innovation in the Academic Library	43	UL	2,659.35	5,160.00	2,500.65
2011-04	The Printed Word in Irish Humanities	25	RIA	991.64	1,250.00	258.36
2011-05	The Show Must Go On	29	TCD/UCD	1235.42	3,360.00	2,124.58

**Gráinne MacLochlainn, Hon. Treasurer, ANLTC**

## Appendix 1 – ANLTC Course Evaluation Form



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We would be grateful if you would complete the following evaluation form. This will help us in planning future programmes.

Please rate each statement below by ticking the appropriate box.

	Strongly Disagree	Disagree	Agree	Strongly Agree
<b>Content and Design</b>				
The objectives for the course were clearly identified	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The course was relevant to my needs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The pace of the course was appropriate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Handouts/materials were appropriate and useful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Practical sessions were well organized	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Subject matter was covered to an appropriate level	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Presentation</b>				
Presenter demonstrated good knowledge of subject	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The material was presented clearly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The pace of the presenter was appropriate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The presenter was responsive to questions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Audio-visual aids were high quality and effective	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Venue and Administration</b>				
Pre course administration was satisfactory	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The training room was comfortable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Equipment for sessions was satisfactory	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The catering was good	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Overall Course Satisfaction</b>				
Overall the course met my objectives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall I was satisfied with this course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

P.T.O.

