Topic 7 Action Item 1: Charge HR Committee with providing information or training on succession plans.

Topic 7 Action Item 2: Charge HR Committee with defining what type of training is needed, from Microsoft Office and office productivity tools, to training in soft skills, like improving leadership skills or interpersonal relations. The committee is reviewing options to develop a competency training matrix which would incorporate computer and soft skills as well as skills needed for the specific functional areas of the library.

Topic 7 Action Item 3: Charge HR Committee with providing training opportunities to increase technical skills common in libraries. We have reached out to the ALA ALCTS Events Manager, Julie Reese, to determine the feasibility of setting up a consortial agreement for their training opportunities. As an alternative, we suggested ALCTS provide an option above the Individual and Group rates, which are for one access link to their webinars, to see if they could offer a “Super Group” rate that would provide multiple links (e.g., up to 10) to access the training webinars from multiple campuses thereby providing an overall savings by avoiding multiple Group rate registrations throughout the System.

Topic 7 Action Item 4: Charge HR Committee with exploring the feasibility of establishing a CUARL staff fund for training, travel, membership, or service in national organizations. In discussing this action item, members of the committee expressed concerns about the sourcing of the funds (i.e. who would be responsible for providing the funds). Members of the committee proposed an alternate approach of sharing training outcomes via email or creating a repository of training resources that can be shared by those who were fortunate enough to secure funding to attend training sessions. It was also suggested that we consider conducting training sessions on the information they learned to interested parties.

[For As 5 – 8]
At the request of Governor Hutchinson, the Office of Personnel Management is currently reviewing and revising the pay plan for classified employees in the Career Service Pay Plan which was adopted in 2009. Although not confirmed to this point, there is a strong indication that the revised pay plan will increase the salary levels of each grade and the associated titles. We should have more definitive information in January which will provide updated salary information on which to base a comparison to national standards.

Topic 7 Action Item 5: Charge the HR Committee with reviewing the state classification system and recommending standards for higher education libraries.
- Collect comparative data
- Reference national standards, including the Stanford model
- compare wage rates and work levels to ARL standards and data
- Standardize a classification system for levels of work and responsibilities being undertaken at all libraries.

We are in a holding pattern for action items 5 – 8 while OPM works to revise, assumedly increase, the salary levels of each grade in the current pay plan. This may go into effect as early as January 2017.
**Topic 7 Action Item 6**: Charge the HR Committee with providing an overview of how position lines are assigned and how budgets are allocated for specific positions.

**Topic 7 Action Item 7**: Present data and information collected to the UA System, and ask them to advocate for change at the state Department of Education.

**Topic 7 Action Item 8**: Use this information from the national market to make an appeal to the state legislature.