



NEW STANDARDS OVERVIEW

CONSIDERATIONS:

1. By Code, the State Library has the authority to determine library funding based on fundamental services provided.
2. The accreditation program determines those fundamental services based on standards.
3. The State Library should set higher standards to encourage better library service in Iowa.
4. The accreditation program is voluntary.

STANDARDS WITH MAJOR CHANGES

#8 (Tier 1): Board development training.

- ✓ Changes from Tier 3 to Tier 1
- ✓ Recommends average of three to five hours per year per trustee
- ✓ Provides a list of training options
- ✓ Trustees need to put a priority on training and improving their knowledge of their library

#17 (Tier 2): Library has a written plan.

- ✓ Changed from Tier 3 to Tier 2
- ✓ In order to meet the standard the plan must:
 - Address community needs based on community data
 - Contain a mission statement
 - Outline goals and objectives
 - List annual actions to achieve goals
- ✓ District staff will be more directly involved in the planning process
- ✓ Planning for results is not the only planning format. Other resources are listed.

#20 (Tier 1): The library has a permanent, paid director who is certified at a required level. A new director has two years after starting as director to become certified.

- ✓ Changes “Level VI” certification. Now requires an MLS from an ALA-accredited program
- ✓ New population based certification levels:
 - 0-2,499 = Level I to VI
 - 2,500-4,999 = Level II to VI
 - 5,000 to 14,999 = Level IV, V, VI
 - 15,000 and above - Level VI
 - The old limit for an MLS (Level VI) was 20,000 population and above

#21 (Tier 1): Written job descriptions.

- ✓ Changed from Tier 2 to Tier 1
- ✓ Job descriptions are critical to the hiring and evaluation process
- ✓ Removes requirement for salary schedules

#22 (Tier 1): Director evaluated annually.

- ✓ Changed from Tier 3 to Tier 1
- ✓ Evaluations help protect the Board from legal action
- ✓ Director evaluations are fundamental to board/director relationships

#23 (Tier 1): Director participates in continuing education during work hours.

- ✓ Changed from a Tier 0 to Tier 1
- ✓ Director must have work time devoted to continuing education
- ✓ This has a direct impact on director certification

#30 (Tier 1): Library provides access to news sources.

- ✓ Changed from Tier 3 to Tier 1
- ✓ Changed focus of standard from newspaper to news sources and includes online resources
- ✓ In smaller towns the library may be the only place customers can find news

#37 (Tier 1) Library provides printer for public use.

- ✓ New standard
- ✓ May be shared by public and staff
- ✓ Fundamental service especially for libraries with public access computers

#38 (Tier 2): Library provides wireless access to its customers.

- ✓ Changed from Tier 0 to Tier 2
- ✓ Wireless Internet access has become a more widespread and important library service
- ✓ Wireless may be overtaking public access Internet computers especially in cases where schools are going to a one to one ratio for students

#39 (Tier 3): Library maintains a current website.

- ✓ Updated standard to indicate minimum requirements. Website MUST include:
 - Access to library's online catalog
 - Information about the library
 - Links to local, state, or national sources
- ✓ A social media page such as Facebook will NOT meet this standard

#49 (Tier 1): Library hours are posted and fixed based on users' available time.

- ✓ Changed to require a minimum of 10 hours open per week

#51 (Tier 1): The library has a current and maintained catalog of its holdings easily accessible by users.

- ✓ Changed wording to include “current and maintained”
- ✓ A current and easily accessible catalog is a fundamental service that all libraries should provide
- ✓ A card catalog would meet this standard

#52 (Tier 2): The library has a current and maintained ONLINE catalog.

- ✓ New Standard
- ✓ An online catalog is an expectation for libraries
- ✓ The standard requires a catalog only. A library does not need a fully automated system (circ system, etc.) to meet this standard
- ✓ Libraries may be asked to indicate system and vendor as supporting documentation
- ✓ A library that meets this standard automatically meets standard #51 as well

#56 (Tier 3): The library’s ONLINE catalog is REMOTELY accessible to users.

- ✓ New standard
- ✓ An accredited library will need to have a remotely accessible catalog that is accessible from the library’s website.
- ✓ This is an expected service for libraries in 2017 and beyond
- ✓ This standard applies to a catalog only
- ✓ A library that meets this standard automatically meets standards #51 and #52 as well

#57 (Tier 3): All library services are available when the library is open.

- ✓ Changed from Tier 0 to Tier 3
- ✓ It is very important to provide full service during open hours

#70 (Tier 2): Library develops community relationships.

- ✓ Changed from Tier 0 to Tier 2
- ✓ Fundamental to how the library does its business from budgeting to support

#80 (Tier 1): The library board and director shall review the ADA Accessibility Checklist for Readily-Achievable Barrier Removal at least every three years.

- ✓ Changed from Tier 3 to Tier 1
- ✓ Note: this is a drastically changed standard
- ✓ Iowa law has changed in regards to accessibility
- ✓ It is difficult if not impossible to be totally accessible. But we still think it is important that libraries review their barriers to accessibility on a regular basis
- ✓ Libraries will need to review at least one of the priorities listed in the document at least every three years
- ✓ Libraries would need to submit the completed checklist as a supporting document
- ✓ Pictures are no longer required
- ✓ Your library would still need to review the checklist even if you previously met the accessibility standard

NEW NON-TIER STANDARDS

- #11 – Library trustees attend county-wide trustee meetings at least once per year
- #19 – Library director attends county-wide directors’ meetings at least once per year
- #28 – Library allows staff at all levels to participate in continuing education opportunities during work time
- #34 – Library provides non-traditional physical collection for check out
- #43 – Library has access to broadband Internet access
- #44 – Library provides access to and promotes online database products
- #45 – Library provides access to and promotes a downloadable materials collection
- #46 – Library provides access to digital local collections
- #63 – Library allocates space and furniture for young adults with all materials readily available
- #64 – Library has a makerspace
- #65 – Library provides a self-service or other kinds of automated equipment used to increase efficiency
- #66 – Library allows patrons to make payments (for fines, fees, donations, etc.) using debit or credit cards

STANDARDS REMOVED

Old #1 (tier 1): The library is established and maintained according to the provisions of local ordinance and state law.

- ✓ Standards shouldn’t be needed to encourage libraries to follow the law
- ✓ Removed as standard and made into a requirement for participating in the accreditation program

Old #7 (Tier 2): The library’s adopted circulation policy is consistent with the principles of the right to privacy and the code of Iowa 22.7 (13).

- ✓ Incorporated into new policy standard #7 and required to meet that standard

Old #8 (Tier 2): The library’s adopted collection development policy is consistent with principles of intellectual freedom as found in documents as the U.S. Constitution...

- ✓ Incorporated into new policy standard #7 and required to meet that standard

Old #31 (Tier 2): The library allocates a percentage of its total operating funds for purchasing materials for the library’s collection.

- ✓ Became burdensome
- ✓ Hampered local control over budgets
- ✓ Requirement didn’t necessarily improve the collection. More doesn’t mean better.

Old #34 (Tier 3): the library determines collection specific turnover rates.

- ✓ Turn into a CE opportunity instead of mandating as a standard
- ✓ Other collection development tools available
- ✓ Libraries weren’t getting the benefit out of it