

**ACTION PLAN
AAHSL FUTURE LEADERSHIP COMMITTEE
ACTIVITIES FOR 2010**

- **Recruitment guide**
Revise guide according to maintenance procedures.
Assess procedures and alert institutions with open positions to availability of guide.
Recommended timeline: Ongoing as needed.

- **Identification and cultivation of potential directors**
Plan for offering CE course at 2010 MLA Annual Meeting.
Plan for expanded CE course at 2011 MLA Annual Meeting.
Recommended timeline: As required by MLA schedule.

- **Leadership training**
Award AAHSL Leadership Scholarships to support training for administrative leadership skills.
Make evaluative information about supported programs available.
Continue to assess scholarship program and recommend modifications as needed.
Recommended timeline: 4/10 and ongoing as needed.

- **NLM/AAHSL Leadership Fellows Program**
Foster leadership development and recognition and fellow-mentor and cohort relationships in NLM/AAHSL Leadership Fellows Program through coordination of Program components for year eight class (including site visits, online curriculum, Leadership Institute and Capstone).
Plan and provide Program curriculum and communication.
Coordinate evaluation of year eight Program.
Publicize year nine Program, incorporating modifications, and select and pair participants.
Initiate year nine Program, including Orientation component.
Facilitate approval of funding agreement and reports to HAM-TMC and NLM according to terms of agreement.
Foster network of all cohorts.
Recommended timeline: Complete steps according to Program schedule and HAM-TMC and NLM reporting schedule.

- **New Directors Symposium**
Foster community of new directors.
Plan and provide curriculum including webinars and closing session.
Offer opportunity for new directors to share experiences and strategies with each other and experienced director faculty.
Evaluate 2009-2010 symposium.
Recommended timeline: 1/10, 3/10, 5/10 and ongoing as needed.

- **Research**
Identify and carry out research activities as needed to support AAHSL priorities and leadership programs.
Recommended timeline: As determined by the Committee.

- **Marketing plan**
Continue to assess marketing plan to communicate and publicize programs within and outside AAHSL, revise as needed, and implement.
Offer information on leadership programs and Committee through AAHSL website.
Recommended timeline: Ongoing.

- **Evaluation plan**
Evaluate and disseminate evaluation of Leadership Fellows Program.
Make modifications to Leadership Fellows Program based on evaluation.
Evaluate other Committee programs and overall leadership effort as determined.
Recommended timeline: Ongoing as needed.

- **Program management**
Communicate with Committee, Board of Directors, Executive Director and members.
Submit midyear report, annual report and budget request.
Monitor expenses, payments and budget reports.
Set up events.
Establish and monitor overall leadership program direction and goals.
Recommended timeline: Ongoing to meet deadlines and as needed.

2/2/10