

SUBJECT: LIBRARY LEARNING EXPERIENCES - MISSION

EFFECTIVE: DECEMBER 1, 2015

SUPERSEDES: 3/2013

1. PURPOSE:

- A. The Tampa-Hillsborough County Public Library System (THPL) promotes lifelong learning, an informed citizenry, individual intellectual freedom, enhanced quality of life, and broadened horizons for all residents by featuring learning experiences that support and promote the library's resources, and foster the social and economic benefit of individuals and the community at large.

2. POLICY:

- A. The library offers learning experiences in order to achieve the following goals:
 - (1) Promote lifelong literacy and learning of all kinds.
 - (2) Provide information on a specific topic.
 - (3) Promote cultural enrichment by creating awareness of the arts and ethnic diversity.
 - (4) Promote career, business, and entrepreneurial development.
 - (5) Promote Science, Technology, Engineering, Art, and Math (STEAM) education.
- B. Library administration reviews learning experiences goals, objectives, and outcomes on a regular basis.
- C. Guidelines for learning experiences and events:
 - (1) Must be purposeful, planned, prepared, promoted, and appropriately presented.
 - (2) Must support at least one of these five goals: literacy of all kinds, information, STEAM education, promotion of business/entrepreneurial development, and/or cultural enrichment.
 - (3) Must be sponsored or co-sponsored by the library and should use community partnership opportunities whenever appropriate.
 - (4) Must be free and open to the public.
 - (5) Must be made accessible to persons with disabilities, including provision of adaptive equipment when requested.
 - (6) May take place in a library, outside the library, or on the Internet.
 - (7) All in-house experiences and events may be accompanied by a display of related materials.

3. PROCEDURE:

- A. Implementing learning experiences and events.

- (1) Must satisfy one or more of the goals outlined in this policy.
- (2) Must be carefully planned to achieve maximum success.
 - (a) All learning experiences and events presented by people other than library staff must be selected from the programming databases or vetted by program coordinators, or branch librarians under the guidance of the coordinators.
 - (b) An annual program plan must be developed by the Branch/Department Supervisor and approved by the Regional Manager. The plan will include proposed costs for all programs that would require financial support from the Friends of the Library chapter at that library. Requests for funding to support programming will be submitted to the Friends Chapter allowing sufficient time for their consideration and inclusion in their annual Chapter budgets.
 - (c) Must be customized to meet the demands, needs, and demographics with specific attention to the language and cultural needs of the individuals and organizations in the community being served.
 - (d) Must fit the meeting room size and stay within the [designated capacity limits](#).
 - (e) Staff names shall not be featured in promotional materials.
 - (f) Staff must allow adequate lead time in the planning process to meet publication/promotional deadlines and must be in the room when programs are in progress.
 - (g) Branch/Department Supervisors are encouraged to present learning experiences and events in coordination with partners by developing working relationships with the Friends of the Library (FOL), other County departments, public and private schools, businesses, organizations, and community groups.

4. AUTHORITY:

Pursuant to Section 5(1) of [Chapter 84-443](#), Laws of Florida, the Library Board has the duty and the responsibility, among others, to serve in a recommending capacity to the Director of Library Services and to the County Administrator in respect to all matters pertaining to the public library.

Approved:

Andrew Breidenbaugh, Director