

Minutes

Library Council

March 22, 2018

Room 2902: 10:00am-11:32am

Present: Mark Lewis (Chair), Karen Smith (Secretary), Carol Richardson (Recording Secretary), Allison Fulford, Anne Matthewman, Brian Lesser, Creighton Barrett, David Michels, Diane Hawco (Guest), Donna Bourne-Tyson, Elaine MacInnis, Erin MacPherson, Gail Fraser, Gwen MacNairn, Hannah Steeves, Heather MacFadyen, Helen Wojcik, Janice Slauenwhite, Joe Wickens, Julie Marcoux, Lachlan MacLeod, Lean Unicombe, Linda Aiken, Linda Bedwell, Lindsay McNiff, Lisa Delong (Guest), Marc Comeau, Marlo MacKay, Melissa Helwig, Michael Moosberger, Michelle Paon, Roger Gillis, Sarah Stevenson, Shelley McKibbon, Jackie Phinney

Regrets: Alice Stover, Amanda Sparks, Ann Barrett, Dominic Silvio, Geoff Brown, James Boxall, Jan Pelley, Jennifer Adams, Joyline Makani, Karen Chandler, Margaret Vail, Mick Bottom, Robin Parker, Sai Chua, Sandy Dwyer, Sarah Jane Dooley

1. Adoption of Agenda

The agenda was adopted with agenda item 6. Update on Lib Guides Consultation – L.McNiff, moving directly after 3. Business Arising.

H. MacFadyen / S. McKibbon

Carried

2. Approval of the Minutes from February 13, 2018

The Minutes of the February 13, 2018 meeting were approved as presented.

G. MacNairn / M. Paon

Carried

3. Business Arising from the Minutes of February 13, 2018

There was no business arising.

4. Update on LibGuides Consultation – L.McNiff

A big thank you to Courtney Boudreau for her help with the LibGuides Consultation initiative.

A survey was sent to LibGuide owners to ask how they felt about moving to single column in LibGuides. There would still be the side navigation but rather than having two boxes of slightly different sizes there would only be one box. With the survey, 22 staff responded with 20 staff in favor of a single column navigation and 2 maybe's who left comments. The survey asked what staff liked in terms of the design. Two designs emerged as most popular, which ironically, are basically the same; both have bigger text for the headings and a line underneath. The only real difference between the two designs is the color. There is still debate on the colors to use but the colors chosen will be Dalhousie colors. It was noted, one thing you can do to make sure the guide is not overwhelming due to length and scrolling is to use box level navigation so you have mini boxes on the side to pick from. It was noted, the setting for box level navigation is not a default.

Next steps

- Another Sandbox has been requested and Lindsay will build a few examples showing box level navigation.
- Another quick study will be done, this time with students who work at the Service Points (Access Services evening and weekend staff and students, not interns) between April and May. The new structure will be implemented in June and then between June and August a LibGuide clean up will take place. Lindsay will also offer training to those LibGuide owners who would like a refresher including information on box level navigation and accessibility. Another session will be offered that will focus primarily on the box level navigation as well as accessibility. It was noted, the summer interns may be able to assist with some of the clean up.
- This is not a full usability study, but a way to get some tips for owners when they are creating their guides on what is useful to students. David Michels volunteered to help with the study.

Questions:

Is it going to be applied to the existing guides eg. the current column will get hidden as it was in the previous rollover so that guide owners know the first thing they have to do is move their boxes over to the new single column [Lindsay will check with SpringShare]. A good option would be for guide owners to move their boxes into a single column ahead of time and then edit the page once the changeover is complete.

It was noted, one of the reasons the libraries are moving towards this new look is to accommodate users who use mobile devices.

5. Diane Hawco, Lisa Delong – Ombudsman Office – “Fairness in Administrative Decision Making”.

Welcome to Diane Hawco and Lisa Delong from the Ombudsman’s office.

Highlights of their presentation:

- The Ombudsman’s office is focusing on getting community consistency around the idea of what is fair or good administrative decision making. Want to give the same message to students, faculty and staff so that all are on the same page when it comes to making the same decisions that impact rights or interests of our students.
- A Fairness Review is completed to make sure the basics are covered. Rubber stamping every decision can make the same result unfair.
- The Ombudsperson has its western origins in Sweden established in 1965 at Simon Fraser University. There is a new position at Dalhousie established roughly 1.5 years ago.
- They are dispute resolution specialists and the goal is to contribute to fairness on a systemic-wide basis. They are independent and impartial.
- They work for the Dalhousie community/university at large and the service is confidential.
- They do not intervene in the students situations, but help and refer to others in the university if needed.
- Why should we care this office exists? If the office intervenes, it is to get a resolution that is best for everyone before the issues is taken any farther.
- Slow thinking compared to quick thinking because slow thinking considers the circumstances.
- The Ombudsman’s office reports to the Provost.
- Their Terms of Reference is available on their website.
- They adhere to standards of practice and ethics from the Forum of The Canadian Ombudsman Association and The Association of Canadian College and University Ombudspersons.
- They look at issues more inquisitorial rather than adversarial.
- They have the power to recommend only.
- Their procedures are very informal, don't keep case files, just have conversations.
- Their work is grounded in the principals of administrative law.
- They promote decision making that is flexible in context.

- The Administrative Fairness Checklist will help you make a fair decision
<http://www.ryerson.ca/content/dam/ombuds/documents/Administrative%20Fairness%20checklist.pdf>. Emotional issues can come into play and this is where a checklist will help with decision making.
- The Fairness Experience Triangle
 - Elements of Substantive Fairness
 - Elements of Relational Fairness
 - Elements of Procedural Fairness
 Making sure students have what they need to participate.
- The Ombudsman's office is a good place to start if students/faculty/staff have any issues they need help in resolving. Students sometimes are sent to the wrong area. There are different processes for different issues.
- Any university related concern can be brought to the Ombudsman's office but it is primarily academic or senate disciplinary issues. The role for this office is primarily student related services. Any issues that relates to students can go to this office.

It was suggested to have a 1-800 number that students outside of the HRM can use eg. students from the NB campus. The office usually communicates with students through email and the Ombudsperson travels to the various campuses.

Contact Information:

ombuds@dal.ca

The main office is located on the 4th floor of the Student Union Building (SUB). There is also a satellite office in the Vice Provost office.

Please spread the word that this office exists. They are always available to consult informally.

6. Covidence – Melissa Helwig.

Some highlights of the Covidence Presentation from Melissa Helwig:

- Covidence is a web-based software platform that streamlines the production of systematic reviews. There is a wide variety of uses for this software including honors thesis, grad studies. It supports citation screening, full text review, risk of bias assessment, extraction of study characteristics and outcomes, and the export of data and references. Melissa is currently using it to do a mapping study of the literature. Covidence can be used for any review project
- It allows users to upload bibliographic data in XML or RIS format.
- Removes duplicates.
- Allows users to screen, appraise, and synthesize information.
- Features of the full service software
 - Invites unlimited reviewers to join a project, including external reviewers (non-Dal) to facilitate collaboration.
 - Integrates with other review software including RevMan (Cochrane), and citation management software for bulk PDF uploads. The bulk uploads are still in beta but work well.
- What do I need to set up an account? As long as you have a @dal.ca email address, you are good to go.
- How do I set up an account?
 - Go to Dalhousie's Covidence webpage. <http://dal.ca.libguides.com/systematicreviews/covidence>. It will also be on the A-Z list.
 - Enter your information (using your @dal.ca email address) and click "Request Invitation" link.
 - Accept the invitation in your email.
 - Log in to your Covidence account.
- Need some help? Go to <http://dal.ca.libguides.com/systematicreviews>
- If you would like to test out Covidence?

- Create an account and test review, add a friend, some citations and test it out.
- Use the Switch to Demo Mode option to practice with Covidence's auto-refreshing test review

Questions:

- It was noted the note field is very useful but can be tricky because part of the title and abstract screening or full text screening, you can blind that. When you vote, you can make it so that you can't see other votes, so some of those notes may not come into play until later when dealing with conflicts.
- Does Covidence speak directly with the other products or do we have to pull in records. You have to download from a product and then upload to Covidence. As long as you can make an xml or ris file, it can be dropped into Covidence, it is not a direct drop.
- We have an unlimited cite license with Covidence.

Carol will make slides available at O:\Libraries - Committees\Library Council\Documents & Presentations\Presentations

7. Libraries Senator

Robin Parker will not be re-offering as Senator for the upcoming term. A new Senator will be needed. The Deans have been charged by Senate to make a call for nominations by March 15 and the process needs to be wrapped up by the end of March. There is a strong directive for Senate to become more diverse and inclusive. The University Librarian is officially making a call for nominations with a special request that council considers diversity and inclusion in the composition of Senate but she welcomes any nominations. Senate meetings take place every 2nd Monday from 3:00pm-5:00pm and there is an option to sign up for additional committees within Senate. A process has been established for Dalhousie Libraries - to nominate or self nominate to the Secretary of Library Council. Please send your nominations to Karen Smith, no later than Wednesday March 28. If there is more than one nominee, an e-vote will take place.

Motion: The University Librarian shall use Library Council to call for nominations for eligible members. Once nominations have been received, shall an election be necessary, DFA Librarians of Library Council shall use Opinio to conduct an anonymous vote.

M. Helwig / K. Smith
Carried

Discussion:

The vote is restricted to DFA members of Library Council based on Senate guidelines. It was noted, this is a motion to formalize the process only. It was noted, Senate has an abbreviated CV form to be submitted along with the nomination.

Is the procedures for the voting part of Library Council's in their Terms of Reference or is it something we've been given from Senate? We have Terms of Reference and an established voting procedure for representation on Senate. One or both have not been approved by Senate. This motion would not be amending our Terms of Reference just formalizing the process.

8. Senior Management Reports

ATS report:

- BrightSpace and Dal Analytics - What kind of information is being drawn out of BrightSpace?
In short, none, but ultimately all of it. It's gone through the Data Governance Council which includes pretty much everything that is in BrightSpace. Still work to be done on how it is being used. This is part of the

retention initiatives to identify students who are struggling and not engaging in BrightSpace as much as other students. Some professors use information from Panopto to make their presentations better depending on how much a part of the presentation is being viewed over and over again. There is a Working Group formed to work on issues around privacy. The Working Group consists of members from the Centre for Learning and Teaching, the Deans, Marc Comeau and Brian Lesser.

- Is there any functionality in BrightSpace for students to connect to other data services and to share outside of BrightSpace.
BrightSpace is self contained. The Steering Committee did not allow outside sources to be linked.
- The recording of lecture and workshops - what gets captured whether it's live or not and has there been discussion on how to keep students engaged and providing the recorded lecture because it provides benefit to students later on?
The lecture recordings that LITS supports is on larger scale classrooms but only captures the audio of the professor and mics are provided that are directional to the front of the room only. There is training for instructors to repeat questions for the benefit of the recording and professors are to delete any confidential material before it goes live. There will be formal guidelines passed for classrooms so students are alerted to any recordings taking place.
- Does Panopto have or planning to have automatic captions?
Yes, this is available now.
- Is there the availability to do virtual classroom recording in BrightSpace and able to edit out in the same way?
Basically in Collaborate, you can create a recording where it will give you an MP4 you can download and bring into Panopto, do your edits and make Panopto your delivery source.
- What are the changes for the Microsoft License?
A lot will be transparent but one change will be to solve the long login problem. Users won't notice anything except for logins will speed up. There are other things happening like discussions around different types of users but we don't fully know the impact yet.

University of King's College Highlights:

Jennifer Adams will be leaving her position as University Librarian at the University of King's College at the end of March. Janet Hathaway will take up the role of Interim University Librarian and Archivist for a term beginning April 1, 2018 and ending June 30, 2019. Mark will extend an invite to Janet to attend Library Council meetings, as an ex officio member.

It was noted, reports would be appreciated being sent out earlier so they can be reviewed before the meeting.

9. Senate Report (Robin Parker)

The Senate Report was submitted via email.

10. Updates

Creighton Barrett

Working on a project in the Biology Department. Thanks to Michelle Paon for connecting the groups together. The Biology Department is interested in digitizing their large plant specimen collection. One of the biology students received a scholarship to work on this project over the summer. The libraries are purchasing a digital photography copy stand that will be stationed in the Biology Department so the honors student can photograph their specimens, create preservation files and make the images available in DalSpace, starting in May.

Marlo MacKay

There was an Author Reading on Monday March 19 at 7pm with Donna Morrissey at the Halifax Central Library. The Dalhousie Libraries were happy to partner with the Halifax Public Libraries. It was a full house. We look forward to doing this again.

Linda Aiken

Joe Wickens and Linda had the opportunity to attend the OCLC Resource Sharing Conference and learned many new and exciting things that are happening in the United States.

Heather MacFadyen

Finished all Faculty Council meetings for the Journal Assessment Project except for Dentistry. Completed the 4 Open Forum meetings. The feedback has been positive with lots of great questions. Liaisons are still reaching out to their departments. Work continues with the recording of the recommendations in the Journal Assessment database (fairprice.library.dal.ca).

David Michels

Attended the Low Morale Experience in Academic Libraries webinar. If you would like to hear more about it, there will be a link sent out and David would be happy to share.

Donna Bourne-Tyson

In the BAC Report it states they are giving a 3% increase on the acquisitions budget for 2018-19. It was noted, we have great support from the VP Admin and Finance.

11. Any Other Business.

At the April Library Council meeting we will have Dr. Kevin Hewett, Chair of Senate, visiting us again to do a followup from his last visit. Mark will send around the minutes from the last meeting Dr. Hewett attended.

University Librarian Update -- March 2018

Tri-Agency RDM Consultation: Thanks to the many Library Council members who took the time to attend the special LC meeting with the representatives from the Tri-Agency and Portage in February. It was a full day of meetings with members of the Dal Research Advisory Committee and Deans, Library Council, a lunch with the Provost, and then the afternoon session with colleagues from across the Atlantic region. Marlo MacKay and Michelle Charlton were responsible for the organization of the day's events and also wrote an account of it which was in the Dal News and also here: <https://blogs.dal.ca/libraries/2018/03/dalhousie-hosts-meetings-as-part-of-national-discussion-on-research-data-management/>.

CAUL-CBUA Meetings: CAUL held an RDM afternoon and then the Board meeting in late February and it coincided with the delivery of the School of Information Management's Norman Horrocks Leadership Lecture by National Librarian and Archivist Dr. Guy Berthiaume. We may have noted this last month, but the winner of the Horrocks Award is Rebecca Shaw who has been working as an intern for the Dal Libraries in the Archives. The CAUL-CBUA committees are very active these days and I am grateful to Dal Libraries colleagues who are making important contributions to initiatives led by CAUL-CBUA which benefit the Dalhousie community and others across the region.

Dal Libraries Events: I want to thank the Diversity and Inclusion Committee for organizing our two All Staff Meetings in February, The Elephant in the Room and BaFa BaFa: A Cultural Simulation, and thanks to everyone for your enthusiastic participation – both were great learning opportunities for all of us. Thanks to Marlo for organizing our Staff Milestone Luncheon held at the University Club, celebrating twenty-two wonderful honourees marking employment milestones from five years to thirty-five years.

Annual Report: The Dal Libraries' Annual Report for the academic year 2016/17 is now available for viewing: <http://libraries.dal.ca/annualreport>. The report provides an overview of the many things we accomplished the previous year, due to your tremendous efforts. Each year, we prepare a report based on suggestions for content from members of the Senior Leadership Team. It is difficult to decide what to include, because there is so much happening in the Dal Libraries. Everyone is engaged in important work and whether it is reflected in this report or not, it is appreciated by our students, faculty and staff, and worthy of recognition. Thank you for all of the impressive work that you do. I would also like to thank Marlo MacKay for her leadership and creative contributions, as the creator of our Annual Report each year. We welcome your comments on this report, and your suggestions for items to include in next year's report.

Convocation: Ceremonies are scheduled in Truro on May 11th and then all week in Halifax, May 28th to June 2nd. All Dal employees are welcome to attend convocation ceremonies, no reservation required. Librarians are invited to join the academic procession as faculty members and sit as part of the platform party. In past years, I've attended as many as 14 ceremonies, since the Libraries serve all faculties. It is one way we can remind our students, faculty and staff colleagues that the Libraries are part of academic life and contribute to student success. I would encourage you to consider attending convocation for the faculties with which you work most closely, and if you're in doubt about how and where to pick up a gown and hood (provided by Dal at no cost) please let me know. And thanks to those who are already attending and need no encouragement!

2018-19 Budget: There will be a 1.5% budget reduction for all units, which is lower than it has been for most years in the past decade. While the final budget has not been passed yet, I am very pleased to point to this proposed increase in the BAC report: "Library Acquisitions (Line 8(e)): This line includes the costs of library acquisitions including electronic media. The budget model assumes a 3% increase in 2018-19." For the past few years, this increase has been noted at 1.9% or CPI. It is very encouraging to see this increase. You can see the full report here: <https://www.dal.ca/dept/financial-services/budget.html>

Upcoming Events: As we head into conference and meetings season, I've been involved with planning for various events including the upcoming CARL Board meeting, Members' Meeting and the CFLA-FCAB Forum in Regina at the end of April. I will be attending a special IFLA Global Vision session in Ottawa April 16th and 17th and may be tying that trip to CARL/Portage meetings with government representatives regarding the \$572 million announced in the budget for a digital research infrastructure strategy. During April there is also a meeting of the Coalition of Networked Information, and a DuraSpace meeting attached to that, and as CARL President I will be attending the Association of Research Libraries Members' meeting in Atlanta.

Donna Bourne-Tyson
University Librarian

Senate report to Library Council 2018-03-22

Submitted by Robin Parker, Dalhousie Libraries Senator

Refers to Senate meetings February 22 and March 12

Every meeting now starts with the statement: "Dalhousie University sits on the unceded traditional territory of Mi'kmaq People."

Note that Dal News now publishes Senate highlights after each meeting

Senate business

Feb 26

Nursing: impending indigenous curriculum throughout the nursing curriculum, including speakers at the undergraduate and graduate levels

CLT presentation on inclusiveness and diversity:

People are afraid of saying or doing the "wrong thing" – and it is possible to cause harm, but status quo also can cause harm and supports the institutional biases and systemic oppressions

- Begin with humility
- Check your intentions
- Start where you're at
- Educate yourself
- Who/what are your sources?
- Invite and accept all feedback

Proposal to change the name of the School of Human Communications Disorders to the School of Communications Sciences and Disorders. Passed.

Annual report of ombudsperson (Diane in role since Nov 2016 and associate ombudsperson added – funding only to Nov 2018): questions about accountability and recommendations from report – Senate (SLTC) will flag those that are appropriate for our pursuit and will follow up. Others, including Legal Office, Student Affairs, CLT, etc. will also have some recommendations to follow up on.

March 12

Steps to Make Diversity and Inclusion a Reality: Enhancing Access with Lecture Recording: Reaching More Students More Often

Recording isn't always appropriate, but if it is a lecture, then should be considered to record for better inclusivity and diversity.
[Good idea for libraries to consider when doing guest lectures and for research bootcamp, when appropriate]

- Good for students who have are not English language natives: used as a tool not a replacement
- Parents benefit
- Geographically disadvantaged
- People who can't make it to lecture due to physical mobility issues
- All kinds of learning disabilities
- Equitable presentation of lectures

Interim report to Senate Outcome of the Engagement with the Board of Governors on the Ad Hoc Committee of Senate Report on Fossil Fuel Divestment*

Presenters: Kevin Hewitt, Chair of Senate; Mike Smit, Member, Senate Work Group and Associate Professor & Acting Associate Dean (Research), Faculty of Management

Important to note that the recommendation is NOT divestment, but a balanced approach to ethical investments that take into consideration impact on climate and environmental concerns.

- pooled fund investments with large groups of other orgs makes it hard to look at or respond to individual companies and their stance on this topics
- recommendation to have an external investigation about how companies approach climate change issues

Draft Budget Advisory Committee Report*

Presenter: Carolyn Watters, Chair, Budget Advisory Committee

Concerns about using the same approach despite an ad hoc committee that recommends looking at other approaches to balancing the budget (move from continuous tuition raises and cuts for the faculties).

- need to generate new streams of revenue
- International graduate students – increases in tuition make it not feasible for recruiting quality students (UofT – has taken away the differentials by repurposing funds from faculty lines); Some dal faculties do this as well. Dalhousie has only continuing fees (only in the U15) after the first 2 years.

Senate chair reports

Provost reports

Focus on retention and student success (Strat Priority 1.1) will start to be a standing item on the Senate meeting agenda: spotlight on current impactful measures that have been made

President's reports

President's report

DSU president report

Steps to make diversity and inclusion a reality presentations

See above in Senate Business

Question periods

Question from Senator Holmes regarding low attendance in first year – efforts and initiatives

Tanya Packer looked into the question with the Vice Provost Student Affairs, registrars office, literature search, CLT

- Attendance in the first 4 weeks is particularly correlated with retention
- Dalhousie doesn't track the attendance rates
- We don't have an attendance policy overall and would be hard to enforce in a reliable way
- CLT will look at the usage of the first year instructor resource page; consider communications strategies
- Regulations exist at the program/department/school level, but not at the University level
- President Florizone mentioned the Start on Track program and the initial pilot data suggest very successful

****Please send comments or issues you would like me to address at Senate to robin.parker@dal.ca****

Michael Moosberger

AUL Archives, Special Collections and Records Management & University Archivist Report

13 February – 20 March 2018

AUL Archives, Special Collections and Records Management

- Participated in conference calls of the Portage Preservation Experts Group and CARL Digital Preservation Working Group.
- Continued to provide input to ITS on the development of the University's INFORMATION SECURITY CLASSIFICATION STANDARD.
- Reviewed both Roger Gillis and Creighton Barrett's Cultural Infrastructure Fund project applications and provided letters of support.
- Attended a variety of 200th Anniversary meetings and events and responded to a number of 200th anniversary enquiries related to both internal Libraries and university-wide projects.
- Attended the CAUL RDM Forum and hosted Grant Hurley from OCUL/Scholars Portal and Hansel Cook (SMU) and Lindsay McCallum (MSVU) for a discussion related to digital preservation.
- Attended the Dal Norman Horrocks National Leadership Lecture.
- Had several discussions with FOIPOP Coordinator Carla Heggie related to FOIPOP requests being sent to the Archives and FOIPOP training for the Archives staff.

University Archivist

- Continued to respond to enquiries related to the University Records Management Program and met a number of times with Courtney to discuss an initial strategy to get her oriented to Dalhousie and how to engage the Records Management Champions in each academic and administrative unit.
- Reviewed with Courtney a RM proposal from Brian Lesser for a RM project for Brightspace.
- Responded to a number of enquiries related to the donation of Dalhousie related archival material and historical questions about the University.
- Negotiated the acquisition of archival material from Marilyn Morash, Stephen Archibald, Jenny Munday and Jock Murray (ongoing).

- Visited with John McKee (Halifax) related to a substantial archival collection that documents four generations of his descendants from the Miller family of Bridgewater, a number of whom attended Dalhousie.
- Met with Jordan Urquhart from MedIT, Creighton and Courtney to look at the MedIT videotape collection and to discuss strategies for the development of a plan to inventory, appraised, catalogue and reformat the important components of the collection.
- Reviewed and provided input for Dal News story on Dalhousie University Archives work on the contributions of the Archives to the 200th anniversary celebrations and on the Libraries' blogpost on Courtney's appointment as Records Manager.
- Selected material for VP Admin. Ian Nason on former Dalhousie President Howard Clark.
- Met with Joan Chiasson to discuss her Job Evaluation Fact Sheet.

Report to Library Council

Anne Matthewman – March 2018

AUL Team

Tereigh Ewart-Bauer, the new Senior Educational Developer for Diversity and Inclusivity attended our recent meeting. Tereigh focused her discussions on the need to develop an inventory of inclusionary practices in teaching and on developing teaching tools.

At the meeting we also discussed what we meant by cross libraries information strategy. Examples would be the Research Bootcamp and faculty training. We plan to work on system-wide goals for defining outcomes, creating a teaching inventory, submitting lesson plans and online research assignments.

Lindsay reviewed the suggested new layout for LibGuides.

ADAC: ADAC is now focussed on documents surrounding the development of an indigenous strategy for Dalhousie. The Steering Committee will be consulting with ADAC about how faculties integrate indigenous programming into their own strategic planning. ADAC is also addressing Literacy Screening for English Language Competency.

Dunn Law Library

We have now spent out our book budget for the year and have also been using endowment funds for various purchases. One major purchase we have made is the online *Foreign Law Guide* from Brill. We expect to fund ongoing annual costs for the Guide from endowment money. The Guide is a useful tool for researchers but also for librarians looking for selection advice.

As mentioned earlier, Michelle Williams, Director of the IB&M programme, and I submitted a summer grant request for a Research Assistant to compile an annotated bibliography of research resources and teaching materials related to African Nova Scotian legal issues. This will assist in my Advanced Legal Research course and in Professor Williams' course, African Nova Scotians and the Law. We learned recently that the grant request was accepted and we have now hired a student to carry out this work.

We are currently advertising for a summer student position (for a law or library student). The position will cover a number of library duties including reference, circulation, and assisting with document delivery. There is the possibility that the position will extend beyond the summer and will assist with reference desk duties while Mark and then David are on sabbatical.

University of King's College Highlights
Library Council Report
March 2018 Updates

Library News

- Janet Hathaway will take up the role of Interim University Librarian and Archivist for a term beginning April 1, 2018 and ending June 30, 2019. Janet is very well known to King's faculty and students, having served in the Library for several years in a variety of capacities, most recently as Assistant Librarian (Archives and Special Collections). She has her M.L.S and LL.B degrees from Dalhousie and a Bachelor of Journalism from King's. Janet can be reached at: janet.hathaway@ukings.ca

King's News

- King's has launched a scholarly inquiry to examine the College's possible links to slavery. More information can be found here: <https://ukings.ca/news/kings-to-explore-possible-colonial-links-to-slavery/>
- The University of King's College and Youth Art Connection (YAC) are partnering on a new initiative that will see young artists from the community collaborating with students from King's to envision and develop creative projects. "Arts & Dialogue in Action" is a youth-led pilot project designed to bring creative ideas to fruition as learning opportunities and, potentially, businesses.

Personal Note

- Thank you for letting me be an ex-officio member of Library Council as I benefitted greatly from being part of the meetings. I would also like to express my thanks to those who were so generous with their time to assist me in my transition to King's. You've been great colleagues and I hope you'll stay in touch.

Library Council update: AUL Research Services/Head of Killam
22 March 2018

Research Data Management:

Dalhousie hosted two RDM events in February. On February 15th, representatives from the Tri-Council Agencies and Portage Network were on campus to hold information/consultation sessions on the draft Tri-Agency data management requirements. They held several sessions over the day, including one for the Libraries and an open session for the region. The open session was facilitated by CAUL and live-streamed to remote attendees. The Libraries' and CAUL sessions were both well-attended, with positive feedback from the attendees.

On February 26th, Dalhousie hosted the CAUL RDM Forum. These sessions were also made available online and reasonably well-attended. Erin MacPherson presented an update from the Dalhousie Libraries in the lightning talk portion of the session.

The following week, Erin and I had a half-day retreat/planning session at the MacRae library to plan next steps for RDM support at Dalhousie. Some examples – assisting with the draft of an institutional data management policy using the Portage template, a new offering for the RA Bootcamp (Introduction to Data Repositories and Dal's Dataverse) and an overhaul of our existing RA Bootcamp session (Introduction to Data Management Planning). There will be more information for liaison librarians in the coming months.

Strategic Plan:

A University-wide strategic plan is not expected to be in place until 2019. In response to the question raised at the last Library Council, SLT is embarking on a 'bridge plan' to the Libraries existing strategic plan which ends in 2018. There is a core working group co-chaired by Marc Comeau and myself, with Ann Barrett and Linda Bedwell. There will be a call for

volunteers this week to join the 'bridge plan working group'. We will be looking for representation from all employment groups and locations. The expected commitment is 90 minute meetings every 2 weeks, with the possibility of moving to 60 minute weekly meetings as the project progresses. The first task will be to report on the existing plan, then moving in to a short-term plan to carry us to the release of the university-wide strategic plan.

Fair Pricing Journals Consultations:

Since the last Library Council meeting I have attended the following sessions:

- Computer Science Faculty Council Feb 22
- Math/Stats department meeting Feb 26
- School of Resource and Environmental Studies department meeting March 5
- Faculty of Arts and Social Sciences Council of Chairs March 6
- Centre for Learning & Teaching department meeting March 7
- Open House Carleton Campus March 14
- University of King's College Programme Directors & VP March 19
- Psychology/Neuroscience department meeting March 20

At present, I am scheduled to attend 3 more departmental meetings before the next Library Council meeting.

Killam: I have been working on the budget for the Killam MLIS interns plus a very part-time student assistant to assist the music liaison with various tasks, including addressing a backlog of donated materials.

Finally, some building notes for Killam: The staff elevator will be upgraded this summer. It will be unavailable for use most of the summer, but the end result should be a reliable, working elevator. There is a small kitchenette being constructed in the Collider space (Room 2600) on the second floor. This room will also house the data visualization wall. There is also construction work in the east stairwell related to the emergency exit. The basement corridor to the Chemistry building was painted last week. The intention was to create a brighter space and obvious pathway. The choice of colour has not been hugely popular with some students, although they do agree that it is now an obvious pathway.

W.K. Kellogg Health Sciences Library | AUL Scholarly Communications Highlights for Library Council March 2018

Kellogg Health Sciences Library:

1) Staffing:

Courtney Boudreau will be ending her contract shortly, many thanks to her for all her hard work this year. Courtney will be starting full time as Young Adult/Adult Services Librarian at the Saint John Free Public Library (New Brunswick Public Library Service) in April. Jackie Phinney has returned from maternity leave, welcome back Jackie.

2) Collections: Final adjustments and purchases are being made in collections. One major transition is our exit from Medicine Complete. Licensing with that vendor could not be agreed upon so we are seeking alternative sources for the same content. This has impact mostly our pharmacy faculty and students.

3) Fair Price project: Presentation for the Faculty of Dentistry has not been scheduled, we are still hoping for a new date. A general Information Session was held on Wednesday March 14 at Noon.

4) Blind Date with a Book: About two thirds of the books selected were circulated.

- 5) **Assessment:** Poster report on Kellogg Space Assessment from winter 2017 is now on display.
- 6) **NS Culture Innovation Fund:** Kellogg was exploring the possibility of submitting an application for a Tier 1 grant to support a diversity and health initiative. The Fund Manager is encouraging us to submit for a Tier 2 project. We are considering.
- 7) **Access to scholarly content for Department of Health and Welfare:** A meeting with Jill Hayden (Dal / MSSU) and Joanne Hodder (NSHA) is being scheduled. Background information has been collected and we will revisit this perennial question once again.
- 8) **Digitizing projects:** Geoff Brown and Shirley Veil met with Kellogg staff to discuss some potential digitizing projects. *Health Rays* (from the Nova Scotia Sanatorium, Kentville) and some very early and fragile *Department of Health Annual Reports* will be the first items to work on. Training for staff will be set up soon.

Scholarly Communications:

- 1) **Scholarly Communications and Advanced Reference session series:** Aimed at faculty and graduate students, the SC team of Geoff and Roger and Advanced Reference Champion Melissa Helwig are exploring the possibility of putting together a (modest) series of sessions on school comm topics for spring/fall.
- 2) **DalSpace Working Group:** The DSWG had their third meeting and some adjustments to the submission and acknowledgement screen have taken place. Work on the new splash page is in abeyance as Margaret has been temporarily reassigned to focus on the Fair Journal Pricing database and other tasks.
- 3) **SPARC:** Technical issues cropped up in the Webcast: **Collaborating Across Institutions to Advance Open Education** – this was reported and hopefully the recording will be watchable when it comes out.
- 4) Scholarly Communications web page: a major refresh of this page has been completed and is available at: <https://web1-preview.cms.dal.ca/libraries/services/scholarly-communications.html>
- 5) **Digital Initiative Webpage:** A new webpage has been created to help profile some of the many digital initiatives under way and completed by the Dalhousie Libraries. Many hands went into this page including Creighton, Geoff, Roger, Gwendolyn, Julie, Erin, Margaret....hope I haven't forgotten anyone!
<https://libraries.dal.ca/research/digital-initiatives.html>
- 6) **APC Discounts:** BioMedCentral (BMC) will be added to the APC page soon
- 7) **Accessible Publishing Workshop:** Geoff attended the workshop offered by National Network for Equitable Library Service (NNELS)
- 8) **OER Open Education Resources:** There is renewed interest in OER on campus with a number of committees and projects under early discussion. More detail will likely be available for the next report.

Respectfully submitted,
Ann Barrett

Report to Library Council

Sandy Dwyer
Director, Libraries HR
March 2018

The employment requisition to fill the currently vacant Library and Geographic Information System Developer SIT2 position has been approved. A posting will go out soon.

The three librarian positions, Scholarly Communications Librarian, Collections Analysis Librarian, and Indigenous Services Librarian, have been posted. The competitions close on April 6, 2018.

The Libraries' Health & Wellness Committee news:

The Better U Crew Introductory letter below was sent to all libraries' staff.

"BE WELL, BE YOU"

The Dalhousie Libraries Better U Crew is your Health & Wellness Committee for the next four years. Working with Human Resources, we are the first group in the Dalhousie community to try this approach for an improved healthy workplace — mentally, physically and socially.

In November, the Better U Crew circulated a survey asking staff about their interest in health and wellness based programming. Using the survey results, we have created a plan for programming based on your stated needs for the next year. The plan will launch in April 2018. You can look forward to wellness programming such as yoga, meditation, massage therapy service delivery in the workplace and financial planning.

We believe there are no known privacy risks associated with any of our offerings (surveys and programs). The programs offered are completely voluntary, but we hope you'll find activities that inspire you to participate.

As library employees, we are all working with a common goal in mind — to enrich people's lives through information and foster learning in the process. The Better U Crew will use that goal to create a healthy workplace for all. Join us in the process.

Inclusivity Short Program

I am working with Tereigh Ewert-Bauer (CLT) to organize an Intercultural Awareness Program (Inclusivity short Program) for the Libraries. Generally the program is done with 20 people at a time. The program involves each participant completing the "Intercultural Development Inventory" (IDI) before beginning the program. This takes about 20 minutes and costs \$16 US each (this will be paid out of the training budget). A group profile is created and as well each individual is provided with their profile (one on one consultations with each participant and Tereigh take place regarding your individual profile). There would be a group session each month for 5 months. Each participant works on their own Development plan as well. With Session 3 there is some homework. And at the end each person completes the IDI again to track their development.

We are looking at doing the inventory in mid to late August and then the having our first group session late September. Individual meetings with Tereigh would take place late August to mid-September. Group meetings would also be held once in Oct, Nov, Dec and then wrap up in January.

Further information about the Intercultural Development Inventory®, or IDI*:

Here is a link to a short video on the IDI: <https://idiinventory.com/video/an-introduction-to-the-intercultural-development-inventory-3-28-minutes/?id=357>

And here is a link to a page with various research articles on the IDI: <https://idiinventory.com/idi-validation/>

Some members of the Diversity and Inclusion Committee are attending the Ability Employers Speaker Series at the Atlantica Hotel as outlined below:

Stephane Grenier -Workplace Culture and Inclusion

Wednesday March 21st Atlantica Hotel, Halifax 8:30-10:30 am

Sean Wiltshire- Diversity and the Bottom Line

Friday April 27th Atlantica Hotel, Halifax 8:30-10:30 am

Rona Maynard- The Healing Power of Work

Friday May 25th Atlantica Hotel, Halifax 8:30-10:30 am

ATS report:

- We have been working with Dal Analytics to get them access to the data within Brightspace. Once it's worked out, they will be able to use it to cross-reference it with other institutional data to answer questions that are being formed by a small working group.
- After much time, we now have a Canadiana TDR node running in the server room. They are responsible for the equipment in every sense, our only responsibility as partners is to find suitable space for them and get their system installed.
- Margaret was nominated for a Dalhousie Top Co-op Employer Award by one of our former coop students.
- There is a lot of end of fiscal year work going on around classroom technologies.
- There's also a lot of planning underway for the summer refresh of some rooms in the Rowe. We've changed strategies for this kind of work and we're going to be doing it much earlier than ever before so that there's ample time to test and address any issues that come up.
- The vacant developer position is being re-posted. This position supports both general ATS work as well as GIS.
- There are changes coming to the campus Microsoft license coming this summer. We've been engaged in meetings alongside ITS to unpack what exactly that means for us. So far, things look positive.
- We're working the numbers for the evergreen renewal of Learning Commons computers this summer. This is always a very large amount of work to undertake, but planning is on track and we expect a successful rollout.
- I gave a guest lecture on IT in libraries to INFO 5590 on Monday.

Marc R. Comeau

Director, Academic Technology Services

Dalhousie Libraries

AUL Library Services & Head, MacRae Library Highlights for Library Council March 2018

AUL Library Services

Alumni Borrowing – Sandy and I have been working with the Advancement office regarding the new card that is being developed for alumni. We have indicated that a barcode will be required for borrowing from the libraries. We are looking at a unique barcode number for alumni and checking on the Alumni patron code functionality. Alumni borrowers will have the same borrowing privileges as OCBs.

Ares Reserves Tool – ATS is currently assessing our capacity to host this tool locally.

Copyright – The Copyright team, consisting of Donna, Roger, Lachlan, Brian and myself, meet monthly to ensure we stay on top of copyright developments and issues. Lachlan and Roger continue to be kept very busy responding to copyright queries from faculty, instructors, student societies, grad students and Reserves staff. We are observing a steady increase in the number of queries related to streaming video and other forms of media and this will be one of the topics covered in a workshop that Lachlan and Roger are planning for Reserves staff later in the spring.

Dal Libraries Conference – All of the workshops have wrapped up and feedback has been very positive. The work of the subcommittees is ramping up as we get closer to the conference date. The Call for Proposals has gone out and the deadline is March 31st. Anyone wishing to discuss a potential topic with members of the Committee can contact either of the co-chairs, Joan and Margaret.

GIS and Data Services – Members of the team are working on various projects. One of the highlights includes development of a portal for Dalhousie's geospatial data sets. Stay tuned for a sneak peak in the near future.

LIPCC – LIPCC is in its very busy phase of the year. Under the leadership of Melissa and Lindsay the committee has been working on developing this year's Intern Enrichment Sessions and tours, building on feedback from the interns on last year's sessions.

Patron Loading – some progress has been made on this project. Though this project is being driven by factors in Access Services it is an ATS project and they are working with the ITS/Banner team to accomplish this.

People Counters – We have received information and met with two companies that were recommended to us for people counters. Pricing of the devices and tools is in hand and the next step is assessing the costs of connecting the units to our network. The models we are looking at are ceiling mounted and the data would be stored on a server with the ability to produce reports, etc. Our priority is the installation of people counters in the spaces currently without counters. These include the Wallace McCain Learning Commons, Kellogg Library, Kellogg Learning Commons and Weldon Law Library.

MacRae Library

DalReads Event in Truro – Approximately 50 people were in attendance for Dr. Daniel Paul's visit to the Agricultural Campus. A special thank you to Marlo and Jolene for their work in making this a successful event.

Student Learning Commons – the space is really starting to take shape, with wallboard up, defining all of the spaces. Furnishings have been ordered and we have submitted the text for all of the signage. The space will open later in the spring but the Grand Opening will be held when students return in September.

MLIS Intern for Ethiopia – Scarlett Kelly has been hired as the MLIS intern for the ATTSVE Ethiopia Project. She will begin work at the MacRae Library on April 23rd, training and preparing materials for the work in Ethiopia. She will head to Ethiopia on May 22nd and will be there for approximately 7 weeks. Scarlett will be part of a team of interns from the Faculty of Agriculture and will receive her orientation with the rest of the team. I will be going to Ethiopia on May 24 for 12 days, working with Scarlett at the first of the ATVET libraries and getting her established on the project in country.

Library Council Report -- AUL Resources & Discovery | Head, Sexton Library | Allison Fulford

March 22, 2018

AUL Resources & Discovery

1. **Journal Unbundling/Big Deal Project:** Many presentations have taken place in the last couple of months on the Journal project – 2 to Senate committees and 12 Faculty Council presentations by Heather MacFadyen, 4 Open Forums (on each campus), and 9 departmental/unit presentations by liaison librarians.

As of last week we've had 270 people (183 faculty, 68 students, and 19 staff) participating in the voting database (<https://fairprice.library.dal.ca>) – 162 have submitted recommendations.

Liaison librarians are encouraged to reach out to their departments/faculty to see if they would like more information about this project, assistance with the voting database, or presentations to departmental meetings – PowerPoint slides and speaking notes are available to liaisons.

2. The Resources Team is temporarily partnering with Université Sainte Anne to catalogue their new monograph acquisitions (staff shortage at Sainte Anne). Cataloguing will be performed remotely, without the physical books in hand (from ISBNs, scans of book title pages and verso of title pages). All end processing will be performed at Sainte Anne.

Sexton Library

1. The Library's serial weeding and shifting project is nearly completed. Stacks will be dismantled and sent to Killam Library. New carpet will likely need to be installed in the emptied area, and walls painted. A brand new student study space will be available, accommodating probably 40-50 students.