

**Committee Annual Report to Library Council
Dalhousie University Libraries**

Period Covered: July 1, 2015 to June 30, 2016.

Committee: Libraries Internship/Practicum Coordinating Committee (LIPCC)

Chair: Sarah Jane Dooley (Sexton)

Membership: Jen Adams (Law), Ann Barrett (Kellogg), Linda Bedwell (Killam), Erin MacPherson (MacRae), Shelley McKibbon (Kellogg), Lindsay McNiff (Killam), Michael Moosberger (Archives/GIS), Dominic Silvo (Killam)

Summary for 2015-2016

▪ **Summer Shine Series, September 10, 2015**

Summer Shine 2015 merged with the Libraries' Welcome Reception for the School of Information Management (SIM). The event took place on September 10th in the Grad Pad as a lightning talk series to kick off the reception.

Planning for Summer Shine 2016 is well underway. The event will again be combined with the Libraries Welcome Reception and is set for September 15th in the Grad Pad. Planning for this event will continue during the summer months.

▪ **Libraries Blog Featuring Interns**

Our interns were highlighted in a series of posts on the Libraries' blog during the summer of 2015. We will continue this blog series next summer.

▪ **Dalhousie Libraries 100-hr Practicums**

Seven applications for 100-hr. practicums were submitted to SIM during the fall of 2015. Of these seven proposals, five were placed during the spring of 2016.

Practicum Placements for Spring/Summer 2016:

5 students have accepted the following projects:

- Kellogg Library project: Environmental scan, records management, and updating of health sciences information literacy instruction materials (R. Parker)
- Killam Library project: Collection Management website (H. MacFadyen)
- Killam Library project: Assessment of Dal Libraries' online instructional videos (L. McNiff)
- Killam Library project: Ebook production using GitBook (G. Brown)
- Sir James Dunn Library project: Procedure Manual for Law Library Service Point (A. Matthewman)

- **Intern Enrichment Days**

In lieu of Intern Training Day this May, the Committee decided to organize workshops and activities throughout the summer months. These will include a meet-and-greet over coffee with Library Council, Camtasia training with Lindsay McNiff, an assessment workshop with Linda Bedwell, a field trip to the Truro Campus for the Community Open House, and Libraries and Learning Commons tours.

- **Library Tours, July 9, 2015**

This year, library tours were organized all in one day. Tour day was the morning of July 9th. Students started their tours at the Sexton Library, Kellogg and Law Libraries, and ended their morning with tours of the Killam Library and Archives/GIS/Special Collections.

- **LIPCC Documentation**

The *Best Practices for Intern Supervisors* was written and approved the committee, and will act as a supporting document for anyone supervising interns directly.

- **Keeping a Record of Intern Projects**

The Committee compiled an inventory of summer intern projects from the last three years. This list will assist committee members new to intern supervision in gaining a better understanding of what kinds of projects might be appropriate to assign to the interns. This list also offers LIPCC members the opportunity to inspire each other with project ideas.

- **The @CoLabs**

In an effort to foster more system-wide collaboration amongst the libraries and the interns, LIPCC created the @CoLabs. The @CoLab projects are shared and discussed and priorities are set amongst committee members. The @CoLabs will also be presented at the next Summer Shine event.