

## Library Council Meeting

### Minutes

April 22, 2021

1000-1138 hrs

Microsoft Teams

Present: Sarah Stevenson (Chair), Leah Unicomb (Secretary), Carol Richardson (Recording Secretary), Allison Fulford, Amanda Sparks, Ann Barrett, Anne Matthewman, Courtney Bayne, Deborah Hemming, Dominic Silvio, Elaine MacInnis, Erin MacPherson, Geoff Brown, Gwen MacNairn, Hannah Steeves, Heather MacFadyen, Jackie Phinney, Janet Hathaway, Janice Slauenwhite, Joe Wickens, Joyline Makani, Julie Marcoux, Karen Smith, Kellie Hawley, Kirsten Huhn, Lachlan MacLeod, Linda Bedwell, Linda Clark, Louise Gillis, Marc Comeau, Mark Lewis, Marlo MacKay, Melissa Rothfus, Michael Moosberger, Michelle Paon, Robin Parker, Sai Chua, Samantha Adema, Sandy Dwyer, Sarah Jane Dooley, Shelley McKibbon

Regrets: Creighton Barrett, David Michels, Donna Bourne-Tyson, Gail Fraser, James Boxall, Jan Pelley, Jason Flynn, Lindsay McNiff, Melissa Helwig, Mick Bottom, Roger Gillis

Guest: Gina Coates

#### 1. Territorial Acknowledgement (Elaine MacInnis)

*As we gather today I would like to acknowledge that Dalhousie University is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq. As a place of learning, we pay respect to the indigenous knowledge held by the Mi'kmaq people, and to the wisdom of their Elders past and present.*

#### 2. Adoption of Agenda

The Agenda was approved as circulated.

#### 3. Approval of the Minutes (from March 25, 2021) File in Brightspace [20210325\_LC\_MIN\_DRAFTv5]

The Minutes from the March 25, 2021 meeting were approved as amended.

#### 4. Business Arising

##### a. Succession Planning Committee

There were 7 volunteers for the Succession Planning Committee: Creighton Barrett, Karen Smith, Linda Bedwell, Mark Lewis, Robin Parker, Roger Gillis, Shelley McKibbon. Sarah Stevenson will be an ex-officio member. The first meeting of this group will take place on Monday, April 26 to talk about the scope of the work.

##### b. Virtual meeting guidelines

The suggestions received at the last Library Council meeting were incorporated under items number 1-4 of the virtual meeting guidelines document. It was noted, these guidelines are only guidelines and are not mandatory. If at all possible, if you are chairing a meeting or having a one-on-one meeting, it is recommended to have your camera on so others can see you speaking.

More information on meeting recordings stored on OneDrive or Teams, please see this link

<https://dalu.sharepoint.com/sites/dal365/SitePages/Feature-Change--Meeting-Recordings-stored-in->

[OneDrive-or-Teams.aspx](#). It is worth mentioning that there is a specific retention time of 21 days for recordings in Teams which may not be long enough depending on the recurrence of some meetings. This may be a problem for some groups like Library Council who meet once a month. This will have to be discussed amongst the working committees or groups as well as reviewed from an IT perspective.

It was suggested to note in the agenda to say the meetings will be recorded and by whom.

## 5. Sabbatical Report

Geoff Brown gave a presentation to Library Council on his recent sabbatical leave. The sabbatical concentrated on assessing the Public Domain of the Killam Book Collection in hopes to bring added value to the print collection.

The presentation focussed on the following areas:

- Public Domain in Canada
- Why digitize our public domain collection?
- Assess
- Method to identify public domain items in the collection
- Sample sets
- Detailed assessments
- Results of detailed public domain assessments by LC class and subclass
- Wrap up
  - Work was exploratory but gives a general idea of how much print collection material could be in the public domain.
  - Public domain works are valuable and if digitized could increase use of the collection.
  - Work could be extended to collections in the other Dal Libraries.

Questions and Comments:

*This information would be very useful for Document Delivery. Could a quick analysis of a given title be done if we wanted to provide a full copy or a large portion, given the criteria?*

More guidance for doing it quickly could be provided from the Copyright Office with Roger Gillis and Lachlan MacLeod. Geoff's work on this project is more along the lines of getting in front of it.

*What are the next steps?*

- Finding out if there are any colleagues interested in pursuing this with Geoff eg. Law Library
- How would we get into the practical aspects of digitization?
- How do the workflows work if there is interest?

*Archives digitization requests are demand driven. If we had the public domain material assessed in advance of the request coming in, it would be like a patron driven acquisition, it could trigger the material to be digitized so its in the public domain. It was noted, that if Archives gets a request to digitize material, one of the requirements is to keep a copy in AtoM so it is linked to the description. Then when someone is looking for that material, they see the digital copy. If we want to continue doing this on a broader scope, it could be built into the job description of the Digitization Coordinator.*

*Open Refine is an amazing tool. What is your background with Open Refine and how hard was it to make the scripts work?*

You don't need to know how the scripts work upfront. There is a bit of learning with Open Refine eg. installing the software etc., but once you are in there and develop the workflows, it shows you the scripts behind the scenes. The work is transferrable.

*Are there instances where the heirs of an author still own the rights and maintain them eg. Lucy Maud Montgomery. Sometimes you hear about the heirs challenging the uses of their published books. Does that occur and is that something we have to think about?*

Works still enter the public domain. Its based on the death date of the author. That is really the date you are concerned with. Copyright eventually expires for everything.

6. Senate Representative

To date, there haven't been any expressions of interest from Library Council members to be the representative on Senate for the Dalhousie Libraries. Thank you to Jackie Phinney for being our rep, serving the past 3 years and to Robin Parker who was the library rep previous to Jackie. Dominic Silvio is also currently on Senate as a rep for the Black Faculty and Staff Caucus. All three are happy to answer any questions you have so don't hesitate to send them an email. It was noted, Kevin Hewitt will be stepping down as Chair and Louise Spiteri will be the interim Chair for the coming year. Shelley McKibbon volunteered to be the Libraries' Senator. It was agreed to keep nominations open until Wednesday April 28<sup>th</sup> in case there were further nominees as a result of today's discussion with Jackie and Robin about the workload and rewards of being a Senator.

7. Matters of Report:

a. Highlights from the Senate Report

The Senate Report can be found on Brightspace [April 22 2021] 20210422\_LC\_RPT\_SEN

It was noted, the report is shorter this month due to in-camera items that could not be reported on.

b. SLT reports to Library Council:

Ann Barrett	Anne Matthewman	Donna Bourne-Tyson
Elaine MacInnis	Janice Slauenwhite	Janet Hathaway
Marc Comeau	Marlo MacKay	Michael Moosberger
Michelle Paon	Sandra Dwyer	Sarah Stevenson

Questions:

Sarah Stevenson

*It was mentioned about the end of year and money to spend and a wish list and items that were able to be purchased. Is there a list of those purchases somewhere?*

The big purchase is the American Chemical Society Journal Backfile. There were also a number of purchases made in the summer with carry forward money. Heather will send the path to the wish list so members can view it.

c. Round Table reports:

Amanda Sparks	Joe Wickens
Joyline Makani	Karen Smith

These reports can be sent in writing to the Secretary in advance of the meetings.

Amanda Sparks

- Happy NSGEU local 77 resolved their contract with the university and have staff on site.
- Have a new staff member Simone Lewis. Simone is a NSCC graduate and is replacing Nellie Clyde while she is on a leave of absence.
- Have been onsite to make sure everything is running smoothly.
- Staff have been continuing to work on the basement weed project and will be resuming the reference weeding discard project.
- Getting a steady stream of incoming and outgoing Novanet Express.

- There have been new service requests to use the microform readers.
- Research workstation has been booked at least once a day.
- Attended a mindful meditation session. Very relaxing.
- Participated in the hiring of the evening and weekend supervisor at the Law Library.
- Attended a session Enhancing Digital Access to Course Library Material for an eReserve platform.

#### Joe Wickens

- Hired an NSCC student, Becca Davidson to backfill Kellie Hawley's position. This is a good time for Becca to be trained since it's a slower time of year.
- Had an all Dalhousie Libraries Document Delivery meeting recently.
- Chairing the CAUL Resource Sharing Committee meetings and planning the Annual General meeting.
- Attended a session Enhancing Digital Access to Course Library Material. A presentation on Rapid ILL was given during this session. It was noted, Rapid ILL has been very important especially during COVID. It's a great service.
- Will be participating in the Libraries Town Hall next week to give a presentation on Document Delivery.

#### Joyline Makani

- Lots of teaching and student engagement activities.
- Involved in a number of professional and academic service and research activities. The highlights include:
  - Serving as the chair for the Faculty of Computer Science Special Appointments Committee.
  - Being an Instructor in the Academic Leadership Certificate Program. Recently completed the sessions for participants from Academic Institutions all over Canada. Next will be the Dalhousie Academic Leadership certificate workshops running online from May 3 - June 25 (followed by 4.5 days of F2F learning scheduled on Fridays in Fall 2021).
  - Involved in graduate student supervision work as an External Examiner of Masters of Arts and Economics theses..
  - Participating as an external member of the Ryerson University Library Promotions Committee.
  - External referee for the York University Promotion and Continuing Appointments Committee.
  - Appointed and now serving on the Board of Directors of the Canadian Council of Small Business and Entrepreneurship.
  - Appointed and now serving as an associate editor for the Journal of Information and Knowledge Management.
  - Serving for the 3<sup>rd</sup> time on the Social Sciences and Humanities Research Council of Canada Insight Development Grant Adjudication Committee.
  - Facilitated 5 leadership training workshops for the Nova Scotia Public Service Commission.
  - Publication of a chapter in a book entitled "Knowledge Governance and Learning for Organizational Creativity and Transformation" (Forthcoming, Spring 2021).
  - Invited to present our Virtual Teams research findings to the DPMG Group and various other departments at Dalhousie.
  - Presented a paper at the International Conference of Knowledge Management held from December 3-5 and have since submitted the paper for publication.
  - Successful in getting a number of research grants, including Mitacs Accelerate funding (\$110,000) (together with Dr. Pawan Lingras.SMU, Dept. of Mathematics and Comp Science) and a SSHRC Partnership Engage Grants award of \$25,000.

#### Karen Smith

- Tackling the wall of CDs. So far completed popular music section and reduced 2,000 CDs by one-third by sorting and appraising.
- President of the Bibliographical Society of Canada. This is an active council with 22 members. They are busy with many issues including social justice.

- Work on the Academic Development Committee within FASS has been busy with course work for students.
- Doing onsite work to provide materials for Special Collections requests.

8. Other Business

The Terms of Reference for Library Council will be on the agenda for next month to tidy up some areas in the document.

Gina Coates will be backfilling Kellie Hawley while she is on medical leave so Gina will be attending Library Council in Kellie's absence.

Suggestion for the Round Table - share what people are doing to take care of themselves during Covid.

9. Adjournment

Next Meeting: Thursday, May 27th, 1000-1200 hrs on Microsoft Teams

**W.K. Kellogg Health Sciences Library | Scholarly Communications**  
**Highlights for Library Council, April 2021**

**Kellogg Health Sciences Library:**

- **Staffing News:**
  - Intern Supervisors: Shelley McKibbon and Jackie Phinney will be co-supervising interns this year at the Kellogg.
  - Robin Parker is back from leave. Many thanks to Louise Gillis for filling in for the last three months.
- **Refresh of the Systematic Review LibGuide:** A group of interested liaisons have met to discuss a major refresh of the popular [Systematic Review LibGuide](#).
- **Covidence Training webinar:** The vendor will be offering a training session on April 20<sup>th</sup> at 1:00-2:00 ADT [Registration is open](#). This session includes a live demo providing an overview of the systematic review workflow, review types supported and time saving tips with templates and extraction.
- **Forthcoming Evidence Synthesis Session:** Robin is planning a session for library staff in the coming months on evidence synthesis. Stay tuned for more details!
- **Access to Evidence-based Research for Unaffiliated Healthcare Providers and Policymakers:** The completed report is now available at: <http://hdl.handle.net/10222/80317>
- **SSHRC Knowledge Synthesis Grant:** Robin is a co-investigator on a successful SSHRC Grant with researchers from Medical Education and CLT (Anna MacLeod, Paula Cameron, and Brad Wuetherick) to do a scoping review looking at online delivery of UGME curriculum.

**Scholarly Communications:**

- **Open Research Committee:** This campus-wide committee will be meeting for the second time on Monday April 19<sup>th</sup>.
- **OER Grant Application Review:** The OER Group has reviewed the Dalhousie OER grant applications and will announce the successful projects very soon. The eight projects submitted this year were all very strong.
- **SIM Practicum Student - OER and Preprints Projects:** Melissa R will be supervising a SIM practicum student this spring and the student will focus on a review and refresh of the OER LibGuide. The practicum student will also put together a LibGuide page and Quick Guide on preprints.
- **ACP News:** The announcement has gone out to the Dalhousie community about the transformative agreement with SAGE that provides 40%-100% Article Processing Charge (APC) discounts. There has also been an agreement through CRKN with Elsevier for a discount on the article publishing charge of 20% - some of the practical details still need to be worked out. [For these and other APC discounts check the Open Access LibGuide](#).
- **Research Commons Initiative:** Activities continue and we are in the final stages of designing the main landing page which will incorporate and revise the existing [Research page](#) on the Libraries website.
- **UNIWeb Administrators Spring Meeting:** The spring meeting was held on April 15<sup>th</sup>. Activities in the past few months include:
  - Incorporation of course codes and titles provided by the Registrar's Office,
  - Testing of the Management Annual Report
  - Training sessions for Engineering
  - Exploration of integration of ORCID into UNIWeb
  - Discussions with Kirk Feindel about UNIWeb and equipment inventory

Respectfully submitted,  
Ann Barrett

**Report to Library Council**  
**Anne Matthewman –April 2021**

**AD Learning and Teaching**

ADAC

ADAC met on April 7th and will meet again on the 21<sup>st</sup>. There were two main topics of discussion on the 7<sup>th</sup> – holistic evaluation of teaching and planning for onsite classes in the fall. There is a report on holistic evaluation of teaching going to the Senate. Holistic evaluation of teaching includes peer evaluation, compilation of teaching dossiers, and student reviews of instruction (SRIs). The report recommends changes to SRIs to make them more useful.

The University is working with the Health Department and Labour and Education to ensure that the return to classrooms in the fall is safe. This includes directional signs, wearing of masks, physical distancing wherever possible, and the hope that most people will be vaccinated at that point. It is likely that non-traditional spaces such as the McInnes Room will be used for classroom space as well as some off-campus sites such as theaters.

OER

The committee has met and decided on the recipients of the OER grant that is sponsored by the Libraries and CLT. The recipients have been notified and there should be a public announcement soon. There will be another round of OER grants in the fall.

Accessibility – Teaching and Learning Committee

This committee has been meeting and recently sent out a survey focussed on needs for accessibility in teaching and learning. The Chair of this committee, Brad Wuetherick, will be leaving Dalhousie at the end of April so the committee will be getting a new Chair. At the most recent meeting we had a presentation from Ivonne Paez-Rueda and Siobhan Evans about accessibility in the employment process. There is often a disconnect between acknowledging peoples' disabilities and actually providing the accommodation that they need.

Team

The Learning and Teaching Team is focussed largely on Research Bootcamp and WILU right now as they will be happening in May and June. Enrollment for the Bootcamp is very healthy.

**Dunn Law Library**

At our recent staff meeting, our intern, Ilana Luther, presented her project on providing legal information in public libraries. It is clear that public libraries have a variety of material (much outdated) and levels of knowledge in helping patrons find legal information. There are training opportunities for academic law librarians!

We have received permission from RTC to have our NSGEU staff onsite for 4 days a week with one day of remote work. We expect this to expand to 5 days over the summer depending on the course of the pandemic. This is to facilitate the types of work better done onsite.

Our summer student, Annelise Benoit will start with us at the beginning of May. She will assist at the service desk and work on a number of projects including further development with BePress.

The school recently held a townhall for faculty regarding fall scheduling class scheduling. For the law library, this affects those librarians teaching the research portion of Legal Research and Writing.

Every year the Law School fills out a lengthy report for the Federation of Law Societies. Within this report there is a section on the school's law library. With assistance from Linda Clark and Lisa Drew, I recently completed the latest version of this section. The report tracks budget figures, staffing changes, and new developments in acquisitions and service offerings. This year I noted the effect of the pandemic on collections and on library services.

## Library Council Update – Dean of Libraries Selected April 2021 Highlights

### Within Dalhousie

- With my report I am including the latest draft of the University's Digital Strategy which was reviewed by the Board of Governors this week, and approved by the DS Steering Committee on April 9<sup>th</sup>. Consultations continued, with the School of Information Management, the senior managers in Ancillary Services, and Deans' Council. I welcome your comments and suggestions on this draft.
- The Board of Governors will be reviewing the Strategic Plan this week and is expected to approve it, for a May general release. This will be the starting point for the Libraries to consider our next plan, mapping onto the University's plan and the Digital Strategy.
- There is a Student Learning Journey initiative underway, with executive sponsorship from the VP Admin & Finance, with involvement from the Registrar's Office, ITS, the Libraries, the Provost's Office, Student Affairs, and other units. The goal is to significantly streamline processes and systems to make the student experience more seamless from start to finish. Marc and I are representing the Libraries.
- The Libraries have a new Advancement liaison, Siobhan Doherty, who takes over from Lori Ward. It has been a pleasure working with Lori, who continues with Advancement, and we look forward to working with Siobhan, who has previous Advancement experience with libraries at the University of Calgary.
- With input from Marc, I submitted a SIF proposal for online teaching and peer evaluation software, captioning and course building temporary staff, and other online learning requirements. I also prepared a SIF proposal for a Digital Strategy Project Manager, to work out of the Provost's Office, reporting to Chris Moore who is covering the Vice-Provost Planning & Analytics portfolio until there is a new appointment. Your suggestions are welcome for SIF proposals for the next round in the fall.
- On March 30<sup>th</sup> we held the Milestone Event for Dal Libraries staff serving between five and 45 years – we are so grateful for the dedication and valuable contributions of all staff and it is wonderful to have the opportunity to honour and thank our co-workers at this milestone points. Congratulations to all of the recipients and special thanks to Dianne Landry for 45 years of exceptional service. Thank you as well to Marlo, Janice, Sandy and Nellie for organizing the event and mailing out the certificates and gift cards.
- At the regular SLTC meeting I presented the Libraries' Annual Report <https://issuu.com/dalhousieuniversity/docs/dal-libraries-annual-report-2019-20-digital> and the work going on in the Libraries on so many fronts received very positive feedback from SLTC members. Thanks so much to everyone for your work, which is greatly appreciated by our user community.

### Consortia, Associations and Boards

- The recipients of the Atlantic OER's OER grants were announced by CAUL-CBUA and included one award to Dal professor Linda MacDonald <https://atlanticoer-relatlantique.ca/news/>.
- Planning for the next round of Strategic Planning for CAUL-CBUA is underway, and the process will commence this summer or early in the fall.
- Spring meetings for CARL, CAUL-CBUA, IATUL, CNI, LAC-BAC and many other organizations are being held virtually, and some announcements for fall meetings to remain virtual (CARL, CRKN) have been made.
- The NDRIO Board met on March 25<sup>th</sup> for the quarterly meeting; transitions into NDRIO have moved beyond the Portage team, now successfully onboard, to the Compute Canada and regional affiliate teams, and that will take the better part of a year to plan and implement. There was also a well-attended members' meeting, to which voting members and the alternates are invited from each member institution.



**AD Library Services & Head, MacRae Library**  
**Report for Library Council**  
**April 2021**

**Access Services and SEET** – The majority of Access Services staff have returned to working fulltime hours in the Library, as of April 5<sup>th</sup>. Special exam hours were put in place for both the Killam Library and the MacRae Libraries. In response to a comment received through our Feedback button, we also expanded the hours of the WMLC to match those of the Killam, since the study rooms in that space remain in high demand. We'd like to say a special thank you to the staff that worked the extra shifts during this time. Also in response to feedback, we are allowing students to book a third time slot per day, if there is space available upon arrival that day. The Spring/Summer hours finalized for all sites and we are now looking towards the fall. One of the things we'll be examining is other options for contact tracing. Janice, Sandy and I will be meeting with FM and Security to discuss further.

Alumni Services is no longer producing Alumni Cards so we are directing alumni to our [OCB registration](#) information and have changed the wording on our website to reflect this. We will be meeting with Alumni Services to discuss solutions to address the elimination of the Alumni card for library services.

We have been contacted by a few of our International Baccalaureate schools about access to the library for the IB students who will be working on their extended essays. We expect to expand access to our Research Workstations for these students in the next couple of weeks, in addition to Curbside service.

**Assessment** - Along with processing feedback comments, Linda has completed two reports based on the Killam question slips and touchstone tour studies. The Highlights and Recommendations report is currently with Sarah Stevenson and Elaine MacInnis as a preview before submission to SLT and will be shared with all Killam librarians and staff (and others if interested). Recommendations based on findings include some redesignation of spaces in terms of naming and quiet policies, a directory of study spaces, adjustable furniture, laptop stations and more. While some of these recommendations are budget-dependent, data gathered through these and previous studies have the potential to vouch for one-time funding. (L. Bedwell).

**Copyright** – Consultation on various copyright issues with students, staff, faculty continues to be steady, with a start on copyright clearance e-reserve requests for summer and spring terms. The Canadian United States Mexico trade agreement (CUSMA) [consultation regarding the Public Domain extension](#) in the Canadian Copyright Act has come and gone. Here are a few examples of some of the responses to the consultation from the Library and Archives Sector: [Submission from CARL/CFLA](#), submission from [the Canadian Council of Archives](#). Many other groups have also made submissions as well. This [short podcast from Michael Geist's LawBytes podcast](#) highlights the issues at stake in the Public Domain extension:

The *York v. Access copyright* case will be heard by the Supreme Court of Canada on May 21<sup>st</sup>. The outcome of the case will have significant implications for fair dealing in the Educational Sector, although the judgement from the court may not be rendered for some time after hearing the case in May.

We have been working on formulating a self-directed course for copyright based on the [CARL copyright modules](#) and [Opening up Copyright modules](#) from the University of Alberta.

Have prepared a copyright online module for the upcoming [Research Bootcamp sessions](#). The module is geared towards graduate students, but feel free to sign up for the copyright session (and other sessions!) if interested .

We have continued to hold monthly online copyright instructional sessions about Copyright and online learning - the most recent one being held on April 15. (R. Gillis)

**Data & GIS Services** – Census Day in Canada is May 11, 2021. However, the online census questionnaire starts on May 3, 2021. This important activity is conducted once every five years.

We want to acknowledge the generous support from Esri Canada to reward outstanding student projects, posters and apps. Dalhousie recommended one GIS Scholarship Recipient and three GIS Award Recipients. This activity involves student participation and judging time from our GIS instructors.

Our DLI subscription to access StatCan datasets was renewed. This includes the postal code conversion files. Newer versions of PCCF and PCCF+ (7D) are now available. Preliminary COVID-19 microdata (from Jan 15, 2020 through Apr 4, 2021) is also available. The total case count described is 964,821. The newest PUMF from the *Canadian Perspectives Survey Series 6: Substance Use and Stigma During the Pandemic* is now available from SDA@CHASS.

*\*Note to LibGuide owners: Statistics Canada no longer supports Nesstar. It has been their statistical interface to view DDI compliant metadata on microdata and download datasets. It's in the process of being retired and is currently experiencing frequent server interruptions. Users should instead access Statistics Canada microdata via [SDA@CHASS](#) (for Dal only) or [FRDR's StatCan collection](#). (G. MacNairn)*

**Document Delivery** – Joe Wickens is on the schedule to report to Library Council this month.

**Equity, Diversity & Inclusivity** – Sandy and I attended the university-wide EDI Committee meeting on Friday, April 16<sup>th</sup>. At this meeting we had presentations from the EDEIA Education Collective (Amina Abawajy & Tereigh Ewert), Student Health & Wellness/Student Affairs (Hazel Ling), and Legal (John Hope). We also discussed a slate of potential speakers for the next Belong Speaker series.

**Indigenous Services** – Samantha Adema is on the schedule to report to Library Council this month.

**Research Data Management** – Updates to Dal's RDM Institutional Strategy have begun, in response to The Tri-Agency's RDM Policy release. The Team will be meeting this week to begin planning for the Policy's incremental implementation. Erin and Louise will take part in a panel discussion on RDM Institutional Strategy Development at CARA National, the annual meeting of the Canadian Association of Research Administrators on May 10<sup>th</sup>.

The DMP Assistant's expanded range of templates are now embedded in the tool, making them really easy for researchers to use. Templates are available for Advanced Research Computing, Arts-Based Research, Qualitative Health Sciences Research, History and the Humanities, Systematic Reviews and more. Here at Dal, we can create custom templates for interested groups, and are working on one this month.

Consults with researchers continue to keep us busy, and we're preparing for more interest as Dataverse gains traction and the Tri-Agency's policy rolls out. We're continuing to work on developing guidance, and building relationships within the university and the broader RDM community. (L. Gillis)

## **MacRae Library**

- Exams are now complete in Truro and the MacRae Library has started Spring/Summer hours.
- Work continues on the review and reclassification of our Government Documents collection.
- As part of our Seed library initiatives, Jolene prepared 30 Garden kits for distribution in the community as part of our "Growing Together Apart" initiative.
- Jolene Reid has accepted a temporary assignment for a year to work with the ATS Team in Brightspace support. She started in the position on April 19<sup>th</sup>. She will be working primarily from her office space in the MacRae Library.
- We are in the process of backfilling Jolene's position. Daryl will be taking on some of Jolene's docdel responsibilities during this time.
- Erin MacPherson and I will be attending the AgNIC AGM remotely next week.

## **Meetings & Events**

- The Library Services Team held a regular meeting on March 28<sup>th</sup>. The focus of the meeting was on updates from each area.
- The CAUL-CBUA Indigenous Knowledge Committee met on April 9<sup>th</sup>, with special guest, Manisha Khetarpal of [Maskwacis Cultural College](#), to discuss possible knowledge and skills development opportunities.
- EngageNS – we are close to finalizing the data sharing agreement with EngageNS for the Nova Scotia Quality of Life dataset. The Data Services Team will be working with the Office of Research Services staff on the end-user agreement and is discussing storage and access options with ATS.
- I attended the following other meetings and events:
  - Copyright Update
  - The Dal Libraries Virtual Milestone Event
  - Open Research Committee
  - Regular meeting with the Associate Dean Academic
  - Two meetings of LIPCC
  - Academic Leaders, Faculty of Agriculture
  - Faculty Council, Faculty of Agriculture
  - Goods & Services Accessibility Working Group & Subgroup meetings
  - Research Commons
  - SEET
  - MacRae Staff
  - Regular meeting with the Dean & Campus Principal, Agriculture

Report to Library Council  
Janice Slauenwhite  
Manager, Financial & Physical Resources  
April 2021

#### Facilities

- With Kellie Hawley and Gina Coates, met with staff from Facilities Management and the Office of Occupational Health & Safety to discuss the possibility of being able to use the Sexton Library this summer.
- Arranged to have shelving installed in room G69 on the main floor of Killam.
- Submitted request to the Return to Campus Committee seeking approval to continue to use room 2600 in the Killam Library as student study space over the summer.

#### Finance

- Started work on 2021-22 budget.

#### Other

- Attended Dal Libraries Virtual Milestone celebration

**University of King's College Library and Archives**  
Dalhousie Library Council Report  
April 2021

## **Library**

The Library continues to provide study spaces in the Reading Room Mondays through Fridays from 10 am-1 pm and 2-5 pm, from 6-9 pm on Wednesday evenings, and 1-5 pm on Saturday afternoons. The evening and weekend hours will end on April 21.

Summer hours begin April 26: Monday through Friday from 9 am to 5 pm.

Two of the current Student Library Assistants have been hired to work full time on alternating weeks through the summer.

The stacks remain closed, with books provided to borrowers by curbside pickup.

Photo opportunities for graduating students will be provided inside and on the front steps of the Library on April 26-27 by appointment, with a Covid safety plan in place.

## **University**

The University announced that the new Vice-President starting July 1 will be Dr. Sarah Clift, who teaches in the Contemporary Studies Program. She will replace Dr. Peter O'Brien, who has been Vice-President for the past four years.

The Foundation Year Program's final lecture of the year, "Levity," was given by Dr. Elizabeth Edwards by videoconference on April 8. Dr. Edwards, who is retiring this year, will give an encore presentation for Alumni on April 21.

On April 13, President Bill Lahey announced that teaching and learning and King's communal life in general will be largely in person this coming fall. Because of King's close association with Dalhousie, King's waited for Dr. Saini's announcement before finalizing King's plans.

King's goal is to safely open the campus to students, faculty and staff in September. A great deal of planning will be needed to settle details of measures required to ensure that in-person operations happen safely. Plans will be made according to the common safety framework developed through the Council of Nova Scotia University Presidents, of which President Lahey has been renewed as Chair for a further two-year term.

Residences and Prince Hall (the dining hall) will be open at a greater capacity than they were this year. Student services and student life will return to on-campus activity to the greatest extent safely possible, including the Library, Registrar's and Bursar's offices, Gym, Chapel and President's Lodge. The Wardroom (student pub), Galley (student café) and Co-op Bookstore will be able to operate in person with safety plans.

Respectfully submitted,

Janet Hathaway  
Interim University Librarian & Archivist

ATS Report – April 22, 2021

Marc Comeau – Director, Academic Technology Services

- First, thanks to SIF funding, we've been able to welcome Eric Rountree, Jolene Reid, Cassandra Larose and Sangeet Goyal to the ATS team for the next year. They will be providing instructional technologies support as well as working on other projects to help us move forward in this area.
- Ahmed and I are going to be joining an effort through the VP Research and Innovation's office that's looking at Research Data security issues. This is part of a broader national initiative that's taking place.
- To meet the requests from Access Services, we've brought a Navigator into the Killam Library to provide technical support onsite.
- We're working on a renewal for Urkund and have found out that it's soon to be acquired by Turnitin. Turnitin is a more challenging vendor to work with so we'll have to see what the future brings in this area.
- Our team has been working with Archives on the Bagit tool to improve it.
- We've encountered storage quota issues with Blackboard Collaborate Ultra and are going to work with Courtney to develop a retention schedule for those videos and use that to help guide our work in reducing the congestion.
- Virtual Proctoring RFP is continuing, but progress is being made.
- Classroom Technologies renewal is underway, most rooms in this project are on Sexton Campus.
- We've submitted some Strategic Initiatives Funding requests. These are largely to renew things that we had put in place for the pandemic.

Report to Library Council from Marlo MacKay, Communications Coordinator  
March 26–April 22, 2021

- Attended a farewell reception for Art Stevens.
- Participated in a call with other communications personnel from CARL libraries.
- Met with Ryan McNutt for an update on the rollout of the university's strategic plan to coordinate the rollout of the digital strategy.
- Attended the virtual milestone celebration event.
- Met with Ann Barret and Krishna Sirivuri to discuss a research commons webpage.
- Worked with Sarah Stevenson and Michelle Paon on updating the libraries.dal.ca authors list for the campus web team, related to the bigger dal.ca renewal and formalized my role as web publisher
- Attended the monthly community engagement roundtable hosted by Erica Gagnon, attended by other communications and community outreach personnel across Dalhousie.
- Exploring Microsoft Sway as a potential tool for electronic newsletters and other types of publications.
- Promoted Research Bootcamp and other Dal Libraries workshops.
- Met with the 2021/22 Dal Reads author Francesca Ekwuyasi to start discussing programming for the upcoming year. The eBook of this year's selection, *Butter Honey Pig Bread*, is available [here](#).
- Attended regular meetings with SLT and Donna.
- Attended a heads meeting and liaisons meeting as a guest.
- Hosted the town hall on April 19.
- Met with the Health & Wellness committee.
- Met with Johnelle to discuss a work plan for her support for social media role.
- Produced two issues of the *Connected Classrooms* newsletter with Michelle Soucy (comes out every second Thursday).

Michael Moosberger

Associate Dean - Archives, Special Collections and Records Management & University Archivist

26 March - 21 April 2021

#### Associate Dean - Archives, Special Collections and Records Management

- Attended regularly scheduled SLT and Heads meetings as well as my monthly meetings with Donna.
- Continued to participate on conference calls for the DPWG.
- Met with Creighton to discuss the Archives' SIM summer internship. None of the candidates interviewed accepted the position or were suitable so the position has been re-posted as a Records Management Intern in the hopes of attracting a different pool of applicants.
- Continued to meet with Creighton Barrett to discuss the progress on the Libraries' digital preservation initiatives and other archival related matters.
- Met with Creighton, Geoff and Roger to discuss the potential rights management and digitization issues related to a request received from Dave Frizzle to have many of the unpublished works from the Frank Parker Day fonds digitized and then published on his blog.

#### University Archivist

- Continued to meet regularly with Courtney to discuss the many records management related issues including the guidelines for digitizing university records, the Financial Services DalCLASS section and the review of the Records Management Policy.
- Continued to attend meetings and provide ongoing consultations with Jacquie Gahagan and the LGBTQ community on the LGBTQ Seniors Archive as well as to provide input on the management and preservation of the oral histories being created as part of the project.
- Attended the bi-weekly Archives' Team Meetings.
- Responded to a number of research questions and other enquiries related to the donation of and management of private and university-related material to the Archives. These included:

#### Research and Other Enquiries

- o Harold Medjuck – related to his 2018 enquiry concerning the stone walls that surround much of the Studley campus.
- o John Kirk, Spanish – related to finding a local book appraiser who could appraise his Cuban books before they are sent to the University of Nottingham.
- o Andrea Dorfman, NS filmmaker – related to getting a personal copy of Love That Boy, the film she directed when she worked with Chris Zimmer at imX.
- o Jennifer MacIsaac – related to the retention of government publications in the Agricola Collection.
- o Neil Martin, Engineering, University of New South Wales – related to John Lions, widely regarded as the grandfather of the Open Source community and his employment at Dalhousie in 1967.
- o Dave Frizzle, NS related to his interest in having many of the unpublished works from the Frank Parker Day fonds digitized and then published on his blog.

#### Donation Enquiries

- o Jason Morrison, Dept of Psychiatry, Dal - related to the donation of the personal papers and research materials from Alexander H., Jane M. and Dorothea C. Leighton and the Robert Jones fonds.
- o David Bentley – concerning to donation of his father Percy Jardine Bentley's student engineering notebooks from 1923 when he was a student at NSTC.
- o Fay Cohen, former faculty member – concerning the donation of her research and professional papers.
- o Emma Carey, Archivist and Research Assistant at Formac Lorimer Books – concerning the possible donation of the company's entire archival holdings.
- o Nancy Herman, whose great uncle was William Inglis Morse – concerning the donation of a map by Sieur Lalanne, dated 1684 that Morse used in his book on Paradise, Nova Scotia.
- o Andrea Dorfman, NS Filmmaker – concerning the donation of her first feature film, Parsley Days and developing an ongoing relationship for all of her past and future creative works.



## Report to Library Council

April 22, 2021

Submitted by Michelle Paon, Associate Dean Resources & Head of Sexton Library

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The Dal Libraries recently celebrated a number of staff milestones, marking significant years of service with the university. Among those recognized were members of the Sexton Library team and the Resources team, some of whom have been with the Libraries/university for a remarkable number of years!:

- Sexton Library team: Amanda Sparks (30 years), Sarah Jane Dooley (15 years), Sarah Davis (10 years), Gina Coates (5 years).
- Resources team: Linda Clark (40 years), Gail Fraser (40 years), Penny David (40 years), Mary Lou Caissie (35 years), Erin Winchcombe (10 years).

Sincere congratulations to all of the milestone honourees for your commitment and contributions to the Dal Libraries and the campus community!

### Associate Dean Resources

I'm delighted to announce that Carlina Gillis has accepted the position of Resources Licensing Manager and will join the Dalhousie Libraries on May 1<sup>st</sup>. She will be responsible for collections budgets, the negotiation of electronic resource licenses and invoice processes, communication with consortial groups, and liaison with vendors. Carlina has worked at Dalhousie University as the Department Administrator with the School of Biomedical Engineering, and as the Administrative Manager with the Centre for Collaborative Clinical Learning & Research. She holds a Bachelor of Business Administration degree from St. Francis Xavier University and has worked as a Manager of Operations with the Nova Scotia Department of Labour and Advanced Education. We look forward to welcoming Carlina to the Resources team and guiding her orientation during the coming months.

Heather MacFadyen, Kirsten Huhn and I collaborated in preparing a presentation for liaison librarians/ subject selectors related to the Libraries' Collections budget and the Web of Science and Scopus databases, both licensed through the Canadian Research Knowledge Network (CRKN) consortium. I facilitated the liaison meeting on April 13<sup>th</sup>.

Consortial licensing news (contributions from K. Huhn):

- Over the past year, the new primary source collections purchased from Gale Cengage by CRKN members reached a threshold value that ensured that the vendor will waive hosting fees in perpetuity for two databases licensed by the Dal Libraries: [Eighteenth Century Collections Online \(ECCO\)](#) and the [Times Digital Archive](#). As a result, the Dal Libraries will save more than \$6000 in hosting fees.
- The Libraries licensed several Gale collections that will expand the primary source content available to Dalhousie faculty and students: the [Indigenous Peoples of North America](#) and from the Archives of Sexuality & Gender: the [LGBTQ History & Culture since 1940 - Parts 1 and 2](#).

I have accepted an invitation to join the National Shared Print Network Steering Committee, as the representative of the Council of Atlantic University Libraries (CAUL). The committee has been formed pursuant to the recommendations in the [Final Report of the Canadian Collective Print Strategy Working Group](#), an initiative sponsored by the Canadian Association of Research Libraries (CARL) and Library & Archives Canada.

I participated in:

- Dal Reads Committee meeting in which we had the opportunity to meet and have a lively discussion with Francesca Ekwuyasi, author of the 2021 DalReads book, *Butter Honey Pig Bread*. I'm midway through reading the book and I'm enjoying it very much!

- the School of Information Management (SIM) initiative to offer feedback to SIM students on their resumes; I was matched with a graduate student to whom I provided suggestions and guidance.

### **Head - Sexton Library**

- I have been meeting regularly with Library Services Manager Kellie Hawley, discussing matters related to Sexton Library facilities, equipment issues, schedule changes, and staff training, among others.
- Sexton Library Evening & Weekend Supervisor Cassandra Larose has been seconded to the Libraries Brightspace team for a 12-month period, starting April 1, 2021.
- On April 5<sup>th</sup>, Lauren Davis joined the Sexton Library team as a Library Services Assistant for a 6-month term. She is a graduate of the NSCC Library & Information Technology Diploma program. Welcome, Lauren!
- The Dean of the Faculty of Engineering, Dr. John Newhook, will continue in the role of Acting Dean of the Faculty of Architecture & Planning until May 31, 2021.
- I chaired the Sexton Library staff meeting (April 9th).

**NSIS Librarian** - prepared/submitted the librarian's monthly report and attended the April NSIS Council meeting.

During the month, I participated in the following meetings / attended events:

- Senior Leadership Team; Heads; Library Council;
- Libraries Town Hall (2)
- Update meetings with: Dean of Libraries; AD Library Services (2);
- Orientation/Update meetings with Sexton Library Services Manager (4): Mar. 25, 30, Apr 8, 20
- Resources Management team meeting
- ATS/Resources team - regular update meeting with Marc Comeau
- Associate Dean Resources update meeting with Marc Comeau
- Research Commons initiative - Mar 26, April 12
- Faculty Council - Engineering; Faculty Council - Architecture & Planning

**Vacation:** 4 days

**Report to Library Council**  
**Sandy Dwyer**  
**Director, Libraries HR & Access Services**  
**April 2021**

**Libraries HR Highlights**

**Staffing**

- Carlina Gillis was the successful candidate for the Resource Licensing Manager position. Carlina currently works at Dalhousie University as the Department Administrator with the School of Biomedical Engineering, and as the Administrative Manager with the Centre for Collaborative Clinical Learning & Research. Carlina will be starting in her new role on May 3<sup>rd</sup>.
- We have filled four of the eight Instruction Support Technicians (SIT1) (twelve-month terms) positions. Bennet McNutt, who had currently been working at the libraries as a course builder, and Eric Rountree began in these positions on April 12<sup>th</sup>. The two other positions were filled internally by Cassandra Larose and Jolene Reid.
- Interviews for the Library and GIS Developer position are taking place the week of April 19<sup>th</sup> – 23<sup>rd</sup>. Search committee members are Jason Flynn, Sandy Dwyer, Krishna Sirivuri and Gwen MacNairn.
- Gina Coates will be filling in for Kellie Hawley as Manager, Library Services (Sexton) effective April 28<sup>th</sup>. Kellie will be away for approximately 6 weeks on medical leave.
- The posting for the vacant Library Assistant C5 position, at the Sexton Library, closed on April 16<sup>th</sup>. Search committee members are Gina Coates, Carl Harvey, Amanda Sparks and Sandy Dwyer.
- Interviews for the Manager, Access Services (Killam) are taking place the weeks of April 19<sup>th</sup> -April 29<sup>th</sup>. Search committee members are Sandy Dwyer, Elaine MacInnis, Sarah Stevenson, Jan Pelley and Mick Bottom.
- The Instructional Support Technician & Captioning Coordinator 12-month term closed on April 16<sup>th</sup>. Search committee members are Mick Bottom, Michelle McDonald, Mike Duggan and Sandy Dwyer.
- Lauren Davis has been hired to backfill Cassandra Larose while she is in a 12-month SIT 1 Instructional Support Technician term position. Lauren is graduating from the NSCC Library Technician program and will be using this opportunity to meet her work placement requirements as well. Lauren is currently working part time but will begin full-time on April 26<sup>th</sup>.
- Jolene Reid will be moving from her current Library Services Assistant position to a 12-month SIT 1 Instructional Support Technician term position effective April 19, 2021. We are in the process of backfilling her Library Services Assistant position.
- Simone Lewis has been hired to backfill Nellie Clyke while she is away on a 3 month leave of absence to work on a project for the NSGEU. Simone began in this position on April 12<sup>th</sup>.

Simone is graduating from the NSCC Library Technician program and will be using this opportunity to meet her work placement requirements as well.

- Merran Carr-Wiggins has returned to the Libraries part-time for 3 months to assist with Uniweb.
- Rebecca Davison has been hired to backfill Kellie Hawley's document delivery position while she is seconded to the role of Manager, Library Services (Sexton). Rebecca began in this position on April 19<sup>th</sup>. Rebecca is graduating from the NSCC Library Technician program and will be using this opportunity to meet her work placement requirements as well.
- A posting for the Library Services Weekend Supervisor (C5) position at the Kellogg Library will be going live very soon. This position will be to replace Molly Thompson who sadly is unable to return to the workplace due to continuing illness.

## **EDI**

Attended the Dalhousie University EDI Committee meeting on April 16<sup>th</sup>. Presentations were given on the following topics:

The Indigenization Diversity Equity Inclusion Accessibility (IDEIA) Education Collective - learning opportunities and workshops related to IDEIA - Amina Abawajy, Education Advisor, Human Rights and Equity Services and Tereigh Ewert, Senior Educational Developer (Diversity and Inclusivity)  
Student Health and Wellness/Student Affairs - Hazel Ling  
Legal (EDI related) – John Hope, General Counsel

## **Health & Wellness**

Once again, the Dal Libraries is participating in Horizons Community Development Associates Inc.'s "Spring into Action" challenge. This year it takes place from April 12 to May 21. The goal is for participants to achieve at least 30 minutes of physical activity, for five days each week of the six-week challenge. Courtney Bayne and Gina Coates are this year's captains of our two teams and we have a total of 16 participants.

## **Library Council Report: 22 April 2021**

AD Planning | Head of Killam: Sarah Stevenson

### **AD Planning**

#### **Strategic Planning for Libraries**

The University Strategic Plan was recently discussed at a closed Senate meeting and is expected to be approved by the Board of Governors this month. At this point, the plan remains confidential to anyone who is not a member of Senate. We are strongly encouraged to tie our Strategic Plan to the University Strategic Plan. There will be a call go out in the next week for volunteers for the Strategic Planning process. Selections will be made from that pool of volunteers to ensure representation for location, union group, Equity Diversity Inclusion and Accessibility. This is a major undertaking, so I anticipate that there will be roles in the process for all volunteers, even if that are not part of the Strategic Plan committee. The Dean, Associate Dean Planning and Coordinator of Assessment are standing members of the Strategic Plan committee.

#### **LIPCC:**

LIPCC continues to be busy planning for three new, and three returning interns. There are 19 system-wide projects which will be undertaken by interns from across the libraries. The scope of work is wide and includes developing the content of the new Research Commons website, updating online tutorials, redesigning LibGuides for accessibility and content clarity, creating bibliographies for an archival digital collection, assessing over twenty ebook platforms for usability and accessibility, as well as opportunities to consider various perspectives and communities through an EDI lens. It is going to be a very busy and we hope a very fulfilling summer for our interns and supervisors. New for the supervisors this year will be three scheduled supervisor group check ins to monitor progress and support each other.

### **Head of Killam**

#### **Collections:**

Late March was very busy with one of the expensive invoices coming in significantly under budget. This resulted in a lot of concentrated spending in a short period of time. Many, many thanks to the Resources Team for wrangling the financial details to make sure we spent this windfall. Through various circumstances we have been able to pick up several items that have been on our 'wish list' for years, as well as convert print reference materials to electronic. There are two important discussions this week about the future of our streaming video collection (which didn't exist this time last year). I've thanked the "Stream Team" in the past, but it bears repeating: Thank you to everyone who has helped with the streaming video requests in the last 12 months. We went from zero to thousands of titles in a remarkably short amount of time. For almost everyone involved (save perhaps Kirsten Huhn) this was new territory and we needed to conquer it quickly to meet the needs of online teaching. I am grateful for the dedication and perseverance of all involved.

#### **Music Collection Space**

We now have a design in hand from SpaceSaver to install purpose-built shelving for our music scores in room G70. This is tremendously exciting to have proper housing for these materials. The next step is to secure funding to make this a reality. We have identified potential funding for part, but not all of the project.

#### **Selected meetings & events**

- Dal Libraries Virtual Milestone event – congratulations to all who were recognize for their years of service this year!
- Faculty of Science Council
- NS LGBT Seniors Archive Community Advisory Committee monthly meeting
- Senior Leadership Team & Heads meetings
- LIPCC meetings (2)
- Streaming Video meetings: Budget and Service evaluation

Respectfully submitted,  
Sarah Stevenson

## **Senate Representative Report to Library Council**

April 2021

The most recent meeting of the Dalhousie University Senate took place on April 12<sup>th</sup>, 2021. This report will highlight the events of this meeting:

### Presentation: Steps to Make Diversity and Inclusion a Reality

Presented by Kim Brooks, Dean of the Faculty of Management. Began by explaining that this arose from a student project which sought to look at the gaps in the student population. Dean Brooks discussed the gaps within the faculty and noted there were issues. In response to this, the faculty developed a promise scholar program that supports black and indigenous students. There will be one promise scholar in each program within the Faculty of Management starting in September 2021. Dean Brooks explained that the program offers financial support, paid work during their program if they want, and wrap around supports for students by pairing them with supportive people. The faculty has also reached out to colleagues at other business schools to encourage them to create similar programs, to boost BIPOC representation on professional organizations.

### Updates and Other Business:

Dean Anderson (Medicine) gave a tribute to Dr David Gass (retired), who recently passed away from a tragic accident.

Senator Frank Harvey gave his report on noteworthy student successes and the [recent funding of Dr Afua Cooper's work](#).

Voting took place for the new Senate Vice Chair, Academic Programs, and Dr. Jacqueline Gahagan (School of Health and Human Performance) was elected to this role.

Respectfully submitted by Jackie Phinney

April 20th, 2021