

Library Council Meeting  
Killam Library Room 2902  
21 April 2016  
10:00am – 12:00pm

Present: Elaine MacInnis (Guest Chair), Sandra Dwyer (Secretary), Carol Richardson (Recording Secretary), Alice Stover, Ann Barrett, Anne Matthewman, Brian Lesser, Diana Doublet, Dominic Silvio, Erin MacPherson, Gail Fraser, Geoff Brown, Gwendolyn MacNairn, Heather MacFadyen, Jackie Phinney, James Boxall, Janice Slauenwhite, Julie Marcoux, Karen Chandler, Karen Smith, Linda Aiken, Linda Bedwell, Lindsay McNiff, Marc Comeau, Marlo MacKay, Melissa Helwig, Michelle Paon, Nikki Tanner, Sai Choi Chua, Sarah Stevenson, Shelley McKibbon

Regrets: Allison Fulford, Creighton Barrett, David Michels, Donna Bourne-Tyson, Ian Colford, Jennifer Adams, John Yolkowski, Joyline Makani, Margaret Vail, Mark Lewis, Michael Moosberger, Mick Bottom, Oriel MacLennan, Patrick Ellis, Robin Parker, Roger Gillis, Sarah Jane Dooley

### 1. Adoption of the Agenda

The Agenda was adopted as presented.

### 2. Approval of the Minutes of March 17, 2016

The Minutes of the March 17, 2016 meeting were approved with the following corrections:

- The word “Duties” in the phrase Duties Core Titles Selection should have been spelled “Doodys” Core Titles Selection. It was found in two spots in the minutes.

- 4. Roundtable Updates

Julie

“Gave a presentation at the Help Analytics workshop. Some researchers have contacted her for more information.” Should have read: “Gave a presentation at the Health Analytics workshop. Some researchers have contacted her for more information.”

### 3. Business Arising

Next Steps of the Strategic Plan – Marc Comeau

Assigning each item to an SMT member(s) for each section and creating timelines and strategies for each of them. Once it’s assembled by SMT, it will be shared with Library Council. The idea is to help everyone who has an interest in any particular one, to quickly identify who they should be talking to if they are interested and when is it slated to be done. The plan runs from 2015-2018. Some of the work will only get done in 2018. With that packaged in, there will be updates and timelines to help offset any frustrations. Still ironing out some details.

#### 4. Round table updates – all members

##### Erin MacPherson

- Attended the Agricultural Institute of Canada Conference in Ottawa. It was a working conference to develop a policy for agriculture research development. Erin attended three of the six sessions. Conference was excellent and worthwhile attending.

##### Brian Lesser

- Everything is going smoothly with the BrightSpace implementation.
- Ramping into the start of the summer term soon and there are new faces on board.
- Working with John Yolkowski on a presentation for the ABC Copyright Conference.
- Close to finalizing a decision on Lecture Capture and Streaming Media Solution. Working with one group dealing with implementation and classroom installation and the other group to define guidelines and rules around lecture capture on campus.

##### Dominic Silvio

- Working with potential donors and convinced one to send list of books.
- Working on Political Science course assessments.
- Going on Sabbatical in July. Trying to tie up loose ends before he heads on leave.

##### Marc Comeau

- Database loss - Truro was the one most at risk to lose data because of the seed lending library. They were so busy they had to write everything down before transferring it into the database, that they ended up losing no data.

##### James Boxall

- Jennifer Strang finished the Capstone Project Course for GIS. Evaluated several presentations.
- Judged a Trakathon, using ocean tracking data. The students did a 3D visualization of fish moving.
- There is a Digital Humanities session coming up on campus. James is participating in their historical GIS workshop day.
- There is an International Oceans Institute summer training program in June. The GIS Centre are involved.

##### Sai Choi Chua

- Getting software updates before summer session begins.

##### Nikki Tanner

- Updating old tutorials and planning some new ones.
- Preparing for the reference refresher workshops for research assistants taking place in May.

##### Lindsay McNiff

- On the Holistic Advising Working Group. This group, along with the Early Alert Working group, came out of the SEM Report on student retention. Lindsay will provide an update later.
- John Gardiner will give an open session for faculty on first year experience on May 18 from 9:00am-10:00am at the University Hall.

#### Linda Bedwell

- Have been focusing on the Kellogg Learning Commons Assessment trying to get it completed. Have to write a conference paper for IATUL. Thanks to Carol Richardson for transcribing and Nadine Day Boutilier for coding the data. Next month the results from the report will be presented at Library Council by Ann Barrett as Linda will be away.

#### Karen Chandler

- Looking at year-end fiscal and evaluating the strategies and working with the team to ramp up for this year's projected costs.

#### Heather MacFadyen

- Assessment workshops and end and start of fiscal work.
- Diana Doublet is a practicum student working with Heather and the Resources Team to determine what we should have on our collections management page. We want to build it out to be more than just a static and cancellation news page.

#### Linda Aiken

- Keeping on track with Document Delivery.
- Attending Canadian Association of Law Libraries Conference in May.

#### Gwendolyn MacNairn

- Gave a workshop for computer science grad students on Research Intelligence.
- Attended the Faculty of Computer Science Retreat.

#### Gail Fraser

- Involved in the interview process for the Kellogg C-5 position.
- Training the current C-5 staff.
- Preparing supporting documentation to help cataloguers to make decisions regarding cancellations.

#### Alice Stover

- Survived budget year end and getting ready for next year.
- Staff training continues.
- Met with Saint Mary's staff to talk about their implementation of shelf ready books. Continue to work on this project.

#### Geoff Brown

- Dominic Rosetti, a SIM practicum student, has been working with Geoff for about 3 weeks now. He is working on projects in Git Book and his work involves Oriel's book, a bibliography of a French Canadian author. Any projects that you see a good fit with Git Book, let Geoff know. Thanks to Lindsay for making the connection for us.

#### Jackie Phinney

- Getting ready to teach a session at the Research Bootcamp.
- Giving a session remotely to the new Kellogg Interns.
- Leah Boulos, a Kellogg Intern is finishing up a video for our research and medicine mentors.

- Last month attended the Faculty of Research in medicine poster presentation research day as a judge.
- Tomorrow there is a spring meeting of the Maritimes Health Library Association where Jackie is the incoming President. In the afternoon, there will be a “lightning talk” style presentation on their own materials at 1:00pm at the CHEB. All are welcome to attend.

#### Melissa Helwig

- Getting the Research Bootcamp up and running. Good registration at all three campuses.
- Doing “lightning talk” tomorrow on the mapping project which is getting underway.
- Gearing up for conference season. There are multiple presentations from staff at the Medical Library Association/Canadian Health Library Association Conference in Toronto.

#### Anne Matthewman

- Encourage everyone to attend the John Gardiner event May 17-18 and especially the keynote address on May 17.

#### Ann Barrett

- Involved with many things but encourages everyone to attend APLA. There is still time to register.

#### Marlo MacKay

- Have an intern starting next week from the NSCC PR program. She will be here until first week in June.

#### Michelle Paon

- Completed a Collections Assessment Workshop this week with over 30 attending. There is a survey for participants to complete. It will be open until Sunday April 24.
- The Wallace McCain service hours by academic support staff and librarians have ended for the winter term. There is no on-site service offered in the spring or summer but will resume in September. New signage will be posted.

#### Julie Marcoux

- Did a research session at the IWK where Julie did a combined literature search and RefWorks session.
- Next week doing a PowerPoint Mix workshop. Thanks to Lindsay McNiff for setting this up.
- Preparing material for 4 sessions at the DLI Training in Newfoundland.
- Doing 5 sessions at the Research Bootcamp.

#### Shelley McKibbin

- Carrying on with a number of projects.
- Working on the Doodys Core Title list and the focus is neurology books at present.

#### Sarah Stevenson

- Thanks to Shelley for picking up the day to day workflow so Margaret Vail and Sarah can focus on the Web Renewal. The rough timeline to release the Beta version to SMT is sometime next week and it is hoped that the Beta version will be sent out to staff the week of May 2. The Committee is down to the final stages of the project. The content is almost in place. Out of 182 pages, 150 have been completed. There is a Co-op student that will work with Margaret, she has some of their time to help with the coding to make the hours work.

- There will be two weeks to get feedback back to the Committee once the Beta version is received.

#### Janice Slauenwhite

- Budget has been consuming Janice's time. A preliminary cut of \$150,000 from the budget is possible. Any suggestions on where to make these cuts are welcome.
- Nellie and Janice meet with the manager of 3<sup>rd</sup> floor of CHEB every two weeks. Started a punch list to keep track of things ongoing. Lighting is a work in progress in the building and some signage has gone up outside of the building. Just waiting to get guest cards for vendors to get signage up inside the building.

#### Sandy Dwyer

- Let's Jump for Our Hearts Skipping Sessions have been organized through the Health and Wellness Committee at both the Killam and Sexton Libraries. The sessions at Killam will take place on April 26, May 3 and Sexton April 28, May 5.
- Hopefully next month, the King's practicum student will attend Library Council. He is busy training at this time.

#### Elaine MacInnis

- Headed to the US Agricultural Information Network Conference and AgNIC AGM next week in Gainesville, Florida.
- On behalf of Krista Kesselring - There is a Digital Humanities workshop the week of May 9. Elaine will send out the updated information to the Library Council listserv.

#### Elaine for Sarah Jane Dooley

- LIPCC - The approach to training for the interns is a bit different this year from responses heard from the former interns. We are having a number of sessions for the intern training day this year where a number of workshops over a period of time will take place rather than all in one day.
- At the next Library Council, there will be a Meet-n-Greet session when we will meet the interns and practicum students. Coffee will be served at 9:30am before the start of Library Council.
- Tours for the interns are scheduled for July. They will all go to the Agricultural Campus Open House. All staff are invited to attend. The Open House takes place the 3<sup>rd</sup> Thursday in July.

#### Karen Smith

- The featured Film DVD collection is now in the Music Collection. It's much easier to access visually. Notes are on the upper floors to indicate where they have gone. The call number is PN 1997-1997.2.

#### 5. Web Advisory Committee Annual Report

Surprised at the drop in usage (visits) between first year in column and second year in column. It seems like a big drop but there is no answer to why.

Please send any questions or comments to Margaret or any members of the committee.

## 6. Health Sciences Limited Term librarian position

This has been worked on by the librarians at the Kellogg Library. It's a 10 month position and it's largely to help with staff shortages that will take place in the coming year. This position will take up a lot of work that Melissa Helwig and Patrick Ellis would have been doing.

**Motion:** To accept the Health Sciences Limited Term position as presented.

(Helwig/MacNairn)

Carried

## 7. Student Advisory Group

### History of the Group

This is a group that was started with Bill Maes and resurrected with Donna Bourne Tyson. The group tries to get students more involved, get feedback and try to attract students to attend the meetings.

The Student Advisory Group was a group that Marlo chaired ever since she has been with the Dalhousie Libraries. With some discussion with current members, it was felt that this group should be a Committee of Library Council. The members met and discussed how to do this. The meetings will be arranged and then try to recruit students to attend. This will be open to any student and will take place on more than one campus. Also, instead of the committee being chaired by Marlo for communication but Assessment is a big component of it so Marlo and Linda will co-chair this group. The terms of reference will be circulated in advance of the next Library Council meeting where a discussion can take place.

## 8. Promotions and Communications at the Dalhousie Libraries

### Responsibilities:

- Media relations and reputation management.
- Chair of the Dalhousie Libraries Communications Committee, Student Advisory Committee, and Dal Reads.
- Member of Senior Management Team, Dalhousie's Communications Planning Council, and Library Council.
- Develop and design communications materials/campaigns to promote services, events, etc.
- Communications and event planning (including issues-based eg. budgets or crisis communications).
- Fostering and developing partnerships within Dal Libraries, Dalhousie community, and the community at large.
- Build brand identity for the Libraries, within the guidelines of the University.
- Represent the Libraries at various public events.
- Promote special events, library resources, and services and design, develop, and coordinate promotional campaigns for the Libraries' special projects and events.
- Create signs, posters, templates, bookmarks, etc. for the Libraries as required.
- Maintain, in collaboration with other staff, the LibVine, Twitter, Pinterest, and Facebook pages. Monitor the conversation on social media and build relationships there.
- Writing for websites, blog, announcements, reports, etc.
- Editing/proofing for others' reports, letters, etc.
- Special extras such as coordinating healthy snacks for students during exams.
- Ultimately, supporting all of the work we do in the libraries.

- Does a holiday ecard from the Dal Libraries with SMT
- Finished doing new signage for food and noise for the CHEB.
- Help with posters for the LITS Open House recently.

#### Challenges:

- Lone communications in the libraries.
- Evolving positions with added things - BrightSpace, United Way.
- Five libraries, one system wide position – based in Killam but here to help all.
- Short timelines for projects and all competing with each other.

#### What can Marlo help staff with:

- Writing/plain language
- Editing
- Design
- Connecting with other groups on campus/in the community
- Communications and/or promotions planning for events or issues
- Social media skills (has a twitter presentation)
- Media relations or media interview preparation

#### How can staff help Marlo:

- Involve her as soon as possible. Even if you don't know the details. She can talk with you and start to frame it out.
- Planning an event – let her know as soon as possible so the University Librarian can attend. Donna wants to attend more events.
- If something comes up last minute, do get in touch and she will try to do whatever she can for you, if not all of it.

## 9. FASS Faculty Interview Report Discussion

### Background

The FASS Faculty Interview report was sent out in January/February and then again a few weeks ago. Hopefully staff had a chance to look at it for discussion this morning. One reason we did the faculty interviews which was almost a year ago, we had the old set of assessment priorities and getting to understand faculty user behavior and their satisfaction with library services and resources was an assessment priority and it is still an assessment priority. The other reason was the LibQual 2013 results.

One question asked was: Easy to use access tools to allow me to find things on my own. FASS faculty were not happy. We wanted to find out how they do this, and how we can improve their experiences, and how to improve our planning. This is why we are having the discussion today.

15 FASS Faculty were interviewed

10 Health Sciences Faculty were interviewed

The FASS Faculty Report was submitted ahead of the Health Sciences Faculty Report due to unforeseen circumstances. The Health Sciences Faculty Report will be submitted in the summer. Linda consulted with many assessment colleagues within and outside the university including the Ithaka study brief and the Ithaka Faculty Survey 2015. Linda formed a team which included Shelly

McKibbon (Health Sciences/Web Team), Gwendolyn MacNairn (Discovery Team) and Michelle Paon (Faculty Liaison Champion). Together they planned and conducted the interviews. A good structure was around two questions from the Ithaca Faculty Survey 2015. Linda presented a snapshot of Discovery questions 1 & 2.

The libraries survey asked a few demographic questions to see if there was any commonalities in how they answered the questions, but there wasn't. Only 1 of the 15 FASS Faculty used a mobile device to conduct their research. There was a good mix of on and off campus users for this survey and there was a good breakdown by department.

#### General feedback that came out of data

- Have well practiced methods for researching and assessing scholarly material.
- They don't want additional instruction. Only 4 out of the 15 faculty surveyed wanted additional instruction doing it one-on-one.
- The in-class instruction is a good vehicle to make sure the faculty know different ways to do their research.
- Faculty are heavy users of Novanet Classic for books. They may not use it though when exploring scholarly literature.
- All are using the basic single search from the main webpage but are using it in different ways.
- Only one recommendation came out of the report. It was, if we get rid of Novanet Classic, we need to make sure the faculty are ready for any new version(s) implement.
- The interviews gave them a great platform to complain. Some of the feedback given:
  - Navigating to Document Delivery was difficult.
  - Navigating back to the main website from the SFX site.
  - Reading availability details in the New Novanet.
  - Reading multiple journal access points in Novanet Classic.
  - Accessing eBooks through New Novanet.
  - Needing to login again to access Document Delivery.
- When exploring scholarly literature, they use:
  - Specific databases and websites.
  - Google/Scholar.
  - Other universities catalogues.

Then they come back to the Libraries' website to find items found elsewhere (usually by searching a database /e-journal title).

- What they don't like:
  - Single Search/WorldCat. Tried it and won't used it again.
    - Appeared they had not used Primo/New Novanet.
  - They do not like the SFX page.

Discussion:

    - It might be possible to discuss another interface for SFX.
    - Maybe moving the holding statement because they don't always correctly reflect that we have it.
    - The holdings statement comes directly from the vendor so unless we report the problem to them, they won't know.
    - Staff should let the user know, we will contact the vendor to have any problems corrected.

- There is a number of problems with the SFX screen. The user has to go through so many clicks to get to where they need to be. The user wants efficiency. Maybe remove some of the content. There is a one click option, but it was decided not to go that way because they could end up in a dead end with no way out.
- Use the publisher rather than the vendor. The publisher is the better source. Their site has more holdings.
- A statement could be added to say “Here is our recommended vendor, if this fails, here is other options”.
- A working group may need to be created.
- A tutorial may need to be created to make it easier for the users.
- What they love:
  - Document Delivery but many are just purchasing their books.
- There were additional comments in Collections, E-books, the SFX Page and the Single Search. There were both negative and positive comments in these categories.

10. Senate Report – Robin Parker (attached)

Robin was not able to be present at Library Council. If Council members have any questions about this report, please contact Robin.

11. Senior Management Reports – question period, written reports submitted in advance (attached)

If Council members have any questions about these reports, please contact the appropriate SMT member.

12. Other Business (10 minutes)

There was no other business.

## **Senate report to Library Council 2016-04-21 - Robin Parker**

### **Senate Chair reports**

- Faculty led initiative to establish scholarships and bursaries via direct payroll payments for Black/African Canadian and Aboriginal Students Initiative
- Workshop: From Theory to Practice: Building inclusive working and learning environments for deans and associate, and assistant deans

### **President reports**

- Release of final budget
- 2016 Mi'kmaq talk – TRC, scaffolding of understanding in curriculum, etc.; what others are doing (USask); “nothing about us without us”
- Donors – set to raise 30 million this year – support of students success and retention, elements of service – do good and do well
- Update on Backhouse recommendations 26, 28, 29, 32, 35
- Engaging faculty – can do much more in addition to what was listed
- Policy – most of conversation on culture and climate rather than policy; tackle issues around issues of cultural context

### **Provost Reports**

- 2 Working groups to address matters currently covered by four policies (sexual harassment, prohibited discrimination, personal harassment and the Code of Student Conduct), and the second to develop an appropriate intellectual property policy.
- Recent Universities Canada workshop on the Future of the Liberal Arts, the recent Education Advisory Board presentation on campus, consultation sessions currently underway for the Budget Advisory Committee, workshops recently given by Maggie Kovach (University of Saskatchewan) around indigenizing the curriculum, the launch of the “Dal Thrive mental health initiative and an update on recent decanal and other senior administrative searches.
- Ombudsperson position is approved and will start in the fall
- Dean of Management announcement has been made; Frank Harvey will be new Dean of Arts;

### **DSU President Reports**

- Elections: first female majority; first racialized woman, first black/muslim woman, first transwoman
- Student Advocacy Service – expanding to including Student Advocacy Society to merge support for academic discipline and code of conduct complaints
- Met recently about visual representation of indigenous cultures and students
- Student representation in consultation process regarding BAC

### **Senate**

- Approved Draft academic Schedule Policy
- Final report on the ad hoc Committee of Senate on Fossil Fuel Divestment – motion to pursue recommendations in the report through engagement with Board of Governors and report back Oct 2016
- Annual report for the Code of Student Conduct 2013-14 and 2014-15
- Census presentation – progress made on under-represented groups, but still areas of significant concern and of concern
  - o Have 81.4% of the over 30% of full time – census in combination with existing data

- Non-union faculty means folks in Dentistry and Clinical faculty
- Definitely better counts, but still have a ways to go for most FCP categories, except for persons with disabilities.
- In categories that are doing ok (eg. Women, disabilities) – still break down varies significantly by occupational categories
- Reasonable progress: achieving 80% of short term goals; gap remains, but a new goal set; design plan to meet new goals
- Lord Dalhousie’s history on slavery and race – scholarly panel
  - founding notion of being open to all – cause for some struggles in the context of the time (that it wasn’t religious) in contrast with Lord Dalhousie’s position on race (and history of NS/Uni)
  - look at legacy regarding slavery and race and address how to reconcile – “hard to build your future if you can come to terms with your past” – looking back to move forward
- Equity and Diversity Presentation: Transforming the curriculum and classroom to be more inclusive
  - Self-assessment tool – developed for students, modified for university use
  - hiring practices and unconscious bias
    - Changing demographics
    - Change how service is delivered, how teaching happens, hiring practices
    - Accountability
    - Student activism – black lives matter movement; climate and mental health implications
    - Ground this work in the business case for diversity
    - Feels either ‘nice to do’ or forced; but not a business case for what the benefits are for the organization (stronger, more innovative, different perspectives, better learning outcomes for students, etc.)
    - Tool: self-reflection
    - UofT – student experiences were around the treatment by professors.
    - Harvard university – implicit assumption test: very ingrained in our society
    - Inclusive learning environment
- Much discussion on transforming the curriculum to be more inclusive
- Revised scholarly misconduct policy – will allow AIOs to deal with more of the second offenses that had previously gone to SDC, when appropriate, unless student prefers SDC hearing.
- Motion to continue work of committee to look at Senate composition.

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

## **AUL Discovery | Head Sexton Library | Allison Fulford**

### **AUL Discovery**

1. Website Assessment Project: Work continues on this project. A faculty focus group is being held Wednesday, April 20; content creation/editing continues; the mini website team is deliberating on and configuring the design of the front page.
2. Managers and staff in Access Services at the Dal Libraries will be working, as necessary, with the Novanet Office to implement Course Reserves into Primo.

### **Sexton Library**

1. Evening/Weekend supervisors at Sexton Library begin Spring/Summer hours April 24, as the Library alters its hours for Spring/Summer terms.
2. Gave a class to mining engineering graduate students on literature searching, March 31.
3. Attended YPB/GOBI session with Christine Smith from YBP, April 4.

## **AUL Research and Scholarly Communication & University Archivist - Michael Moosberger**

### **AUL Research and Scholarly Communication**

- Prepared my presentation for the session I gave with Mike Smit from SIM on Research Data Management for the Dal Libraries/LAC sponsored Recordkeeping Day on March 22<sup>nd</sup>. Also prepared closing remarks for the conference.
- Attended a Digital Scholarship Committee meeting on 5 April.
- Worked with Marlo and Julia Wright in FASS on publicity for Michael Newton's talk *Addressing Long-term Strategies and Trade-offs in Digital Humanities with Prospect* on Wednesday, April 20 at 1:30 p.m. in Room 1102, Marion McCain Building.
- Continued to participate on several conference calls with representatives from other CARL libraries related to CARL's "The Student Voice" DHCP grant funded project.

### **University Archivist**

- Attended several meetings of the 200<sup>th</sup> Anniversary Planning Committee, the Faculty Champions Committee and the Dal Originals Advisory Committee for discussions on various 200<sup>th</sup> anniversary initiatives. Wrote a job advertisement for the Dal Originals Project Manager and coordinated and attended the oral history workshop for Dal Original volunteer interviewers conducted by staff from Pier 21 on 7 April.
- Met with June Davidson and Ryan McNutt to review the nominations received for the Dal Originals and do a first cut down on nominations did not provide sufficient information to be considered by the Advisory Committee.
- Met with Marlo and Archives staff to discuss the visit of television crew from CBC's *The Fifth Estate* who were doing a story on the Tillman thief and wanted access to the Archives to see the Wolfe letter and to do some filming.
- Attended the Dal Graduate History Conference on 18-19 March.
- Met with Donna, Elaine and Janice to discuss the allocation of compact shelving space on the 2<sup>nd</sup> floor of the Killam for Archives and Killam collections.

- Attended the information session on the NSGEU classification system and Job Evaluation process conducted by HR on 29 March.
- Met with Kelly, Dianne and members of CKDU staff to discuss current projects and how we could collaborate more closely with the Archives providing cataloguing expertise and CKDU assisting with some technology issues.
- Met with Donna, Karen Crombie and Melissa Marsman of the Legal Counsel's Office to discuss the Dalhousie University Records Management Policy. Subsequently prepared a revised draft for the group's consideration.
- Reviewed and revised the Provincial Archival Development application prepared by Jennifer Lambert and forwarded to the Legal Counsel for review and the Provost for signature.
- Prepared for and gave a telephone interview to Mark Campbell on Gordon Duff's bequest to the Archives for the Dalhousie Office of Advancement's donor newsletter, Giving Power.
- Prepared a letter of support for Chris Zimmer's application for an Arts NS Grant to undertake a theatrical adaptation of his film script *Sable Island Radio*, which is based on Thomas Raddall's book *The Nymph and the Lamp*.
- Prepared job advertisements for the two Canada Works grants that we are receiving this year and posted them on various professional listservs and the SIMSA list.

### **Resources and Kellogg Updates - Submitted by Patrick Ellis**

Many initiatives are underway, I will highlight two.

1. Collections Assessment Workshop:  
 April 18, 10 am -1pm.  
 Guest speaker Fiona Black  
 This will be a workshop to share information about the program change processes that demand library assessments. We will discuss our current protocols; and review and revise a draft set of assessment guidelines. Following the April 18th workshop, SRMG will be tasked with finalizing the revised guidelines document, preparing a template, and then bringing these products to Library Council in May for discussion and approval.
2. Kellogg Library:  
 Kellogg Library subject specialists have begun a concentrated review of all Kellogg subscriptions and encumbrances. We will be holding regular meetings with Heather and Gail to help prioritize potential collections cuts and to develop a communication strategy with our users.

### **Report to Library Council - Anne Matthewman**

#### **AUL – Learning and Curriculum Support:**

Team providing input on webpages related to its mandate.

Working on strategic initiatives for library strategic report and Dalhousie strategic initiatives

## ADAC

Current area of focus include retention and first year experience – upcoming visit on May 17-18 of John Gardner who is an expert on student retention and success (<http://www.jngi.org/>) – there will be a Keynote address on May 17<sup>th</sup> and meetings scheduled with teams from Strategic Initiatives. Some library staff members will be involved.

Provided input on draft Syllabus Policy (SLTC).

Provided input to Dal Analytics re data dashboards.

Heard presentation from Dalhousie Employment Equity Advisor re ensuring diversity in hiring – Dalhousie is part of the Federal Contractors Program and must meet program’s hiring targets at all levels of staffing.

## **Dunn Law Library:**

Practicum student working on online tutorial/manual for service point staff.

Jennifer Adams and I very focused on final marking for legal research courses – there is an upcoming meeting with the Dean and Legal Writing professor to discuss how we approach teaching this course and how the two aspects might be more integrated.

Mark Lewis working closely with Law School on technical operation of final exams.

Nikki Tanner updating our library tutorials

David Michels continuing to work on focus groups for the Libraries website and also participating in the upcoming Research Boot Camp. He will also be holding Research Refresher workshops for the Law School Summer Research Assistants in early May.

## **AUL Access Services & Head, MacRae & Killam Libraries - Elaine MacInnis**

### **MacRae**

**Manager of Library Services** - Applications have now closed for this position and interviews are tentatively slated for the week of May 16<sup>th</sup>. It is hoped to have a person in place for July 1<sup>st</sup> at the latest.

1. **Campus Master Plan** – Attended the Student Life Workshop as well as the Academic and Research Workshop. Talks continue about renovation of the top floor of the Library as a Learning Commons but funding has not yet been secured. This space will become vacant by the end of the summer.
2. **Summer Intern** – We received no applications for our Summer Intern position so we have explored other options for staffing for the summer. As a result, Linda Cormier will be remaining with us until the end of July.

### **Killam**

1. **Spaces** – The former 5<sup>th</sup> Floor Staff Lounge will become our new Program Room. During work hours it will be used by the College of Continuing Education for ESL classes. Killam 2616 has new-to-us tablet chairs that should make the room more comfortable but it has reduced the seating capacity of the room. The Collider continues to use this space during the evenings and on weekends.
2. **Killam Interns** – Deborah Hemming has been hired as the new SIM Intern for the Killam and she will join Jacob Ericson, who started with us in the Fall. Linda and Lindsay held a

meeting to discuss potential projects for the summer. Lots of great projects came forward and we're looking forward to an awesome experience for these two student interns.

3. **Sabbaticals** – Dominic Silvio will be on sabbatical for the period July – December 2016. Joyline Makani will be returning from her sabbatical on July 1<sup>st</sup>.
4. **Co-ordination of Shared Staff** – We met on April 14<sup>th</sup> to discuss summer shift coverage. A very productive and cooperative meeting.
5. **PN DVD Collection** – The Feature Film DVDs in the PN section of the Killam collection have been moved to the Music Collection based on a recommendation from Karen and the Film Studies faculty. The catalogue records have been updated to show that the collection is now in that location.

### **Access Services:**

I will defer to my team members for their respective updates since I gave a full report on their activities last month. I will provide a detailed report every 2<sup>nd</sup> month.

### **Marc Comeau - Director, Library IT**

- Open House was last week. About 50 people attended, exploring our new space, chatting with the team and learning more about what our department does. Thank you to all who came.
- As mentioned via email, we had a loss of data on our core utilities database. There was a failure in our normal upgrade procedures, but the upside was that our other standard operating procedures limited the damage to 25.5 hours. It's served as a healthy reminder to the team about how easily problems like this can occur.
- Work on the website re-design and Brightspace migration continue, both projects are on track.

### **Sandy Dwyer - Director, Libraries HR**

The Manager of Library Services, MacRae Library, posting closed on April 10, 2016. The search committee, comprised of Elaine MacInnis, Erin MacPherson, Janice Slauenwhite, Mick Bottom and Sandy Dwyer, is in the process of screening and shortlisting the candidates. Interviews will take place in May.

The search continues for our vacant C5 position at WKK. The search committee, Jan Pelley, Gail Fraser and Sandy Dwyer has reviewed the 80 plus external applicants and is in the process of setting up interviews with the top 6 candidates. Interviews will take place the week of April 25 – 29, 2016.

On April 7 and 8<sup>th</sup> I attended the Atlantic Canada HR Summit which was held in Halifax at the Westin.

### **Donna Bourne-Tyson - University Librarian's Report**

The Dal Libraries' Senate Review Report will be released in a month or so; there will be a copy given to me for fact-checking/ factual corrections in two weeks and then the final version is issued by the Senate Office.

Planning for the IATUL conference June 5-9<sup>th</sup> is going well and there will be a call for volunteers going out any day from SMU UL Marie DeYoung. This is a great way to see some of the conference if you are not registered, so please consider volunteering. Thanks very much to Michele Charlton and Marlo MacKay for the great support they are providing for conference planning.

We are making headway with various university-wide committees such as the Classroom Planning Committee in establishing the fact that the Libraries have challenging space demands – the need for more student study space, space for collection expansion, and space to deliver services – and that we cannot afford to lose any more of the Libraries' footprint. Recently, requests from other units to expand into our space have not been approved. At the same time, we are demonstrating that we are collaborative partners, by sharing spaces with units when we are able to make the space multi-use, and to continue to meet our needs for the space. Successful relationships are in place with the College for Continuing Education, the Collider, CultiV8, and various Student Affairs units. We have developed an MOU to share with new partners, to ensure the space is retained by the Libraries and that the terms of use are clear.

The Novanet Board spent two days in early April looking at four front-running ILS offerings (Ex Libris, OCLC, Sirsi, and Innovative Interfaces), in preparation for a systems refresh/renewal that will take place in the next few years.

The new CAUL manager, Cynthia Holt, began on April 4, with her office located in the Killam on the 4<sup>th</sup> floor. Cynthia has an undergraduate degree from St. Francis Xavier University in Computer Science and Mathematics, and a Master's in Library and Information Science from the University of Western Ontario. She has 22 years of experience working in academic libraries, most recently at Concordia University as the Associate University Librarian for Collection Services. Prior positions include: Head of Collection Development and Preservation/Forensic Science Liaison Librarian at George Mason University in Virginia; Collection Development Group Leader/Science and Engineering Librarian at George Washington University in Washington, DC; and Science Librarian at the University of Manitoba. Cynthia describes herself as an "an energetic individual who enjoys a challenge. I really enjoy engaging with people from all levels to make things happen." She can be contacted via e-mail at [cynthia.holt@caul-cbu.ca](mailto:cynthia.holt@caul-cbu.ca).