

Minutes  
Library Council  
December 14, 2017  
Room 2902, Killam Library  
10:00am-11:30am

Present: Mark Lewis (Chair), Karen Smith (Secretary), Carol Richardson (Recording Secretary), Alice Stover, Ann Barrett, Anne Matthewman, Brian Lesser, Courtney Boudreau, David Michels, Donna Bourne-Tyson, Elaine MacInnis, Erin MacPherson, Gail Fraser, Geoff Brown, Gwen MacNairn, Hannah Steeves, Heather MacFadyen, Helen Wojcik, Jan Pelley, Janice Slauenwhite, Jennifer Adams, Joe Wickens, Julie Marcoux, Karen Chandler, Lachlan MacLeod, Leah Unicombe, Linda Aiken, Linda Bedwell, Lucy Kiester, Marc Comeau, Marlo MacKay, Michael Moosberger, Michelle Paon, Robin Parker, Sandy Dwyer, Sarah Stevenson, Lori Ward (Guest)

Regrets: Allison Fulford, Amanda Sparks, Creighton Barrett, Dominic Silvio, James Boxall, Joyline Makani, Lindsay McNiff, Margaret Vail, Melissa Helwig, Mick Bottom, Roger Gillis, Sai Choi Chua, Sarah Jane Dooley, Shelley McKibbin

#### 1. Adoption of Agenda

The Agenda was adopted with the addition of Librarian Job Descriptions added under item 6.

**Motion:** to approve the agenda with the addition of Librarian Job Descriptions under item 6.

M. Paon / D. Michels

Carried

#### 2. Approval of the Minutes from November 16, 2017

The Minutes of the November 16, 2017 meeting will be approved at the January 2018 Council meeting. Any edits will be sent to Carol Richardson ahead of the January meeting.

#### 3. Business arising from the Minutes of November 16, 2017

Librarian Job Descriptions will be moved to item 6 in the agenda.

#### 4. Lori Ward – Update on Development efforts for the Libraries System

- Lori would like to give updates to Library Council on an annual basis to make staff aware of what is happening and to get any feedback.
- Donations year-to-date are on track as in other years. There was a significant increase in new commitments with a large endowment gift.
- Worked closely with the Kellogg Library on their 50<sup>th</sup> anniversary event which brought in an additional gift from a regular donor to the Kellogg Library. Thanks to the efforts of the staff at the Kellogg.
- Continue to receive “in-kind” donations. Since these donations are the largest form of donations that are received, we may want to target this area. An “in-kind” donation is a donation that is “real property” like books, DVDs that are given a value and accepted. It was noted, not every “in-kind” donation is accepted.
- Looking to increase engagement with donors through events. Will be more proactive in sending invitations to donors in the local areas. This will strengthen their commitment to the university.

- Over the past 2 years, the donors have been recognized in the Libraries Annual Report. It helps convey gratitude to our donors.
- New program and opportunities – there has been conversations with Advancement and Alumni Engagement about a parent’s campaign, targeting parents with current students at Dalhousie. This has been very successful at other universities for their libraries. A line will be added in the Annual Giving Phone message to highlight the fact that the libraries is another place where you can give. This is a new initiative in the testing stages.
- Advancement will be adding a new position in the New Year. A Development Officer Foundations position and will target private foundations. If Council members are aware of any foundations doing work or supporting libraries, let Lori know.
- If you have any questions, comments or ideas, please contact Lori.

Thank you to Lori Ward for her work and leadership with the libraries.

#### 5. LibGuides layout upcoming consultation – Courtney Boudreau

- Lindsay McNiff and Courtney have been working on creating single column LibGuides or boxes to make sure the LibGuides are user friendly and visually appealing. The ideas were inspired from guides at McMaster University and the Dalhousie Computer Science LibGuide.
- Lindsay and Courtney would like staff to consider moving in this direction due to a number of reasons:
  - A number of LibGuide owners have expressed dissatisfaction with the layout currently being used.
  - The boxes are not suitable for the information, the guides look unbalanced, difficulties with the format and mobile usability affects the layout.
- A few designs were created for the Single Column LibGuide, using SpringShare and displayed for staff.
- The side navigation bar will still be kept.
- Videos with the new design are available for staff to view.
- A survey will be sent out to LibGuide owners in the New Year asking for feedback on the new designs.
- If you have any questions or comments, please send them to Lindsay or Courtney.

#### Comments:

- *Is there any data on usage for mobile devices compared to using the desktop?*  
Lindsay or Margaret may be able to get that data because they should have admin rights.
- *Consider an Ipad or tablet, not just a mobile device.*
- *It was noted, the whole procedure is just moving the tabs at the side of the page to the tabs at the top. This would prevent a lot of scrolling.*
- *Did we consider testing these designs with the students?*
- *Would all the LibGuides have to have the same format?*

*All comments will be sent to Lindsay.*

#### 6. Job Descriptions

The three revised Librarian Job Descriptions were sent out to the Library Council listserv. Thanks to Michelle Paon and Julie Marcoux for their invaluable contributions to the Indigenous Services position. The bulk of the changes were related to language around indigenous knowledge’s. This position has been given permission to be a designated hire and changes in wording in the position will reflect this. The position, in its revised form, has been forwarded to the Indigenous Advisory Council for feedback. The other two positions, the RDM Services Librarian and the Collections Analysis Librarian, did not have a lot of significant changes but the suggested wording changes were incorporated into the revised draft. It was noted, staff should take another

look at the position descriptions, especially the Indigenous description, due to the number of changes that has been made. The posting approvals is underway.

Any feedback about any of these positions can be sent by email to Elaine. This item will be put on the agenda again in January.

## 7. eJournals in Primo

Currently Dal Libraries' ejournal records are updated in 2 places: our link resolver, SFX, and the Aleph catalogue. Because of things like title changes, holdings and URL updates, title drops and additions, the work involved for our many thousands of titles can become onerous. Maintaining ejournal records in two places doubles the work needed to maintain our subscriptions. Reducing the amount of duplicated effort will help us to manage workload and, over time, will help the Resources Team to make updates more efficiently and more quickly.

There is a proposal to provide access to all Dal Libraries' ejournals in SFX only. All ejournals would be removed from Aleph (Primo), and accessible via SFX, the A-Z list on our webpage (<http://sfxhosted.exlibrisgroup.com/dal/az?>). There is a precedent in Novanet for such an arrangement. It was noted, Saint Mary's removed its ejournals from the Aleph catalogue quite a few years ago and reports no dissatisfaction from library staff or from patrons.

If we make the change and take our ejournals out of Aleph, there will be no journal title searching possible for ejournals in Primo. Only print journals would display. Patrons would search the A-Z list to determine if a certain journal is available electronically. There would be some retraining and coaching required for staff and patrons alike, of new procedures.

Article-level searching in Primo would still be available. This is the big difference with Novanet Classic, no article-level searching has ever been possible in the old Novanet.

All comments and questions received at this meeting will be explored. Please email Allie with any additional comments.

## 8. Library Council Annual Report

**Motion:** to move the approval of the Library Council Annual Report to the January Council meeting so staff have more time to review it.

R. Parker / D. Michels

Carried

The Library Council Annual Report will be put on the O drive and will be recirculated to the listserv. The Senate Review document will be put on the O: drive as well so staff have easy access to the document. Mark will follow-up with Creighton Barrett and Mike Moosberger about where the electronic presentations from Library Council should be stored.

## 9. Senior Management Reports

### Anne Matthewman

- Congratulations to David Michels and Hannah Steeves on receiving a \$1,000.00 research grant from CAUL to provide a library escape room and legal research tools.
- Lindsay McNiff was involved with a new initiative called "Popup libraries". A number of boxes of books (different areas of interest) would be taken to different locations across campus where students could sign

them, get help using BrightSpace, and use the libraries website. Looking at possibly doing a session on the Truro campus soon.

#### Donna Bourne-Tyson

- Commented that she likes to get invited to meetings or at least know about them so she can be involved. It was noted that the AUL's should be more engaged with staff as well.

#### Ann Barrett

- The journal JOVE (The Journal of Visualized Experiments - a peer-reviewed scientific journal that publishes experimental methods in video format) has been added with the following collection subscriptions: Neuroscience, Biochemistry, Medicine, Immunology. It was noted, we only subscribe to two subject areas and the other two subject areas are gifts for 12 months.

#### 10. Senate Report (Robin Parker)

- There was a discussion on the use of they/their as singular. The official line is to use singular for gender neutral. That is the accepted standard. This was accepted as a policy change.
- Suggestions to screen all 1<sup>st</sup> year students for literacy. This was brought to Senate from allegations of Academic Integrity at the Senate Disciplinary Committee level. The concern was with the support that is given to international students, English as a second language issues and the fact that there is also concerns generally for all students. There will be more discussion on the support around this issue. There is discussions happening on how the university is dealing with non-academic cases. Robin is on a working group on how the university handles these types of cases.

#### 11. Roundtable updates

##### Janice Slauenwhite

- CARL stats have been submitted before the deadline!!!! Thanks to everyone who sent their stats in on time.

##### Robin Parker

- Robin and Melissa received a research grant from CAUL for \$1,000.00. They will be exploring a project looking at impact of individual consults done by liaison librarians and a tool to access those learning outcomes.
- An abstract was accepted for the Medical Library Association next summer for a poster around a project looking at search strategies for the LGBT articles.
- Working away on submissions for Canadian Health Library Association.
- There were 4 Lunch and Learn sessions with the hospital librarians and Leah Boulos (former Kellogg intern) at the Research Support Group, around finding and assessing information. This was offered online and recorded. Looking to continue the series in the future.
- 16 days of Activism against gender-based violence – A display was put up in the CHEB.

##### Lucy Kiester

- Doing weeding of the old dentistry backlogs with help from a Young Canada Works student.
- A study break corner has been created. There are fun, free books to read or take and there is also a coloring station.

##### Gail Fraser

- Melissa and Gail gave a presentation for those that might be interested in presenting at the staff led conference in May.

### Marlo MacKay

- The library locations that did displays for the 16 days of Activism against gender-based violence were Killam, Law, MacRae and Kellogg. Thanks to everyone who helped with the displays.
- The All Staff Christmas Party is on December 15 from 1:00-3:00pm in the Grawood Lounge. Please consider bringing a donation of food or a cash donation to support Soul's Harbour Rescue Mission in Halifax or and on the Truro campus.

### Hannah Steeves

- Lots of marking.
- Setting up webinars for the New Year.
- Helping students with papers.
- Doing some fun research now since receiving the grant.

### David Michels

- The idea of the escape room is to create a legal research themed escape room to give students the tools to escape if they need to and get them to volunteer over time. Not gathering the data but may do a pilot to see if this could generate data to do a study.

### Donna Bourne-Tyson

- Thank you to Janice, Marlo, Sandy and Nellie for organizing the All Staff Christmas Party. Hope to see everyone there.

### Linda Bedwell

- Working on live content for a library assessment webpage for the libraries website. Want to give a place for all staff to go to, to get a full understanding of assessment. Included in the content will be data visualization, interactive transactional data.
- Linda and Marlo have been planning and conducting the SIFT sessions. There will be more in the New Year for the other locations that were not covered in the fall term. There will also be an online component.
- Received data results from the Analytics department on the Dalhousie Libraries Research Assistance project. Linda will expand on the results when able.
- Hoping to get the project up and running that will allow student ID cards to be scanned at the research assistance desk so we have a bigger data set.
- Did an assessment session with Lindsay McNiff's Reference course INFO 5530. This session was well received.

### Gwen MacNairn

- The fall term newsletter for Layers was distributed on December 1. It's all about GIS and Data issues at Dalhousie.
- Participated in the Halifax Explosion lobby display.
- Hosting a spatial data discussion for interested faculty members.
- There will be a GIS Library Advisory Committee meeting on December 15.

### Courtney Boudreau

- Doing work with LibGuides, teaching herself to code.
- Hosted a wellness day for the 1<sup>st</sup> and 2<sup>nd</sup> year medical students for a way to connect more with the students.

Joe Wickens

- Recently started working with two CAUL Working Groups; the Strategic Planning Group and the Relais Optimization Working Group.

Karen Chandler

- Lots of renewals taking place and sending them off to SRMG. Pleased to see that the percentages are either flat or at 2%. The exchange rate has been more favorable than last year.
- Thank you for all the support during the loss of her parents.

Linda Aiken

- Having the semi-annual All staff Document Delivery meeting on December 15.
- Personnel issues: Marlyn McCann is off with a fracture from a bad fall and Claire Cheong has been accepted to the MLIS program on a part time basis.
- Hoping to get some funding for some collections which may no longer be up-to-date.
- Thanks to Hannah and Darlene Taylor for starting the law dogs program.
- The library participated in collecting shoe boxes for various women's shelters.

## **University Librarian Highlights – To December 14, 2017**

### **External Activities:**

This week I was at the Coalition for Networked Information meeting in Washington, and I had a small part on a panel presentation regarding Portage, particularly the Federated Research Data Repository (FRDR) and Dataverse North, along with Portage's Lee Wilson and COPPUL's Corey Davis. Planning has commenced, working with SIM's Director Sandra Toze, Michael Moosberger and Library & Archives Canada colleagues, for a day-long KM summit next year, cohosted with LAC and SIM, following on the heels of this year's successful Right to Know Day.

### **Dal Libraries Activities:**

I want to thank Lindsay McNiff for providing pedagogical design advice and for moderating a webinar delivered by Robbin Tourangeau, who has been the ED for the Leadership Council for Digital Research Infrastructure (LCDRI) for the past year; Robbin delivered a webinar about LCDRI activities, sponsored by AAU and hosted by Dal, to the library deans and directors in the region and a few vprs. Thanks also to Brian Lesser for providing technical support for the webinar development and recording.

Janice Slauenwhite and I met with the VP Admin and Finance, AVP Finance and the Vice-Provost Planning to present the Libraries' multi-year integrated financial plan. The presentation went well and there is strong support for the Libraries, including growth in our new services areas supporting the learning management system, classroom technologies and academic technology in general, as well as research data management, records management, and scholarly communications which promote sustainable scholarly publishing. We also received support for our plan to increase the amount of compact shelving in use in the various libraries, to increase capacity for long-term book storage, while preserving study space for students.

### **Dalhousie University Activities:**

We were successful in getting records management, classroom technology and sustainable publishing on various Deans' Council, Information Governance Steering Committee (IGSC), Senate Learning and Teaching (SLTC) and Senate Academic Programs and Research Committee (SAPRC) agendas. Thanks to Michael Moosberger, Marc Comeau, and Heather MacFadyen for related presentations at those tables.

During the latter part of November, I had the pleasure to meet briefly with the decanal candidates for Engineering and Dentistry, with some of the deans and members of the Provost's Office.

With the Vice-Provost Planning, I presented an update on the improvements underway for Classroom Technologies support under the leadership of Marc Comeau and Mick Bottom, to a meeting of the Joint Board-Senate Executive team, which includes the Board and Senate chairs and vice-chairs, the president and the Board-Senate secretary. I attended the annual Board-Senate Holiday gathering -- this year a luncheon -- which is always a wonderful event.

The search for the Assistant Vice-President ITS / CIO is still underway, as is the search for the Executive Director for Dal Analytics. Both searches will likely continue into January or later, though the selection committee meeting frequency has abated.

Michael Moosberger

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

7 October – 14 December 2017

#### AUL Archives, Special Collections and Records Management

- Participated in conference calls of the National Heritage Digitization Strategy Steering Committee, the Portage Preservation Experts Group (PEG) and the CARL Digital Preservation Working Group (DPWG). Completed the Executive Summary for the PEG's white paper, Research Data Preservation in Canada.
- Continued to provide input to members of the Information Governance Steering Committee on the development of the University's INFORMATION SECURITY CLASSIFICATION STANDARD.
- Attended Heads, SLT meetings and Archives staff meetings.
- Spent considerable time negotiating changes to the YCW Internship grant proposed by the Legal Counsel prior to it being signed by the Provost.
- Met with Geoff, Alice Albarda and Dustin O'Leary about the delivery of this content being prepared by Alice to Communications and Marketing over the coming year.
- Attended a variety of 200th Anniversary meetings related to both internal Libraries and university-wide projects.
- Attended the @risk Conference in Ottawa on 10 November.
- Met with Susan Mansour and Mary Macara in Pharmacy to discuss potential digitization project for late 2018 or early 2019.
- Met with George-Anne Merrill and Susan Gass to discuss the development of an e-textbook using the manuscript of the late Bill Freedman's book, Environmental Science: A Canadian Perspective, 6<sup>th</sup> edition, which Oxford University Press decided not to publish.
- Met with Elaine for our regular once a term one on one meeting.

#### University Archivist

- Continued to work with Donna and records management consultant Julie Morris on the development and implementation of the University Records Management Program including the ongoing buildout of our records database Dal CLASS. Also met with Margaret, Julie, and Craig Power on the modification of the database and Records Management website.
- Met with Registrar and members of his staff to Review Student Records Retention Schedules for DalCLASS.

**University of King's College Highlights**  
**Library Council Report**  
**December 2017 Updates**

**Library People**

Patricia hosted some talks for Foundation Year tutorials on the rare books in our collection.

Library research sessions have finished for the term. More promotion and sessions are planned for next term.

**Library Activities & Space**

The Library is busy, and space is maxed out. Extended hours run from November 26<sup>th</sup>- December 14<sup>th</sup>.

Our "Stress Less" displays are very popular, and students are appreciative of the candy.

**King's**

There was a large tour of university administrators from the Philippines, Thailand, and Vietnam visiting campus.

A King's Christmas was held during the weekend of December 2<sup>nd</sup> and 3<sup>rd</sup>.

**AUL Library Services & Head, MacRae Library  
Highlights for Library Council  
December 2017**

**AUL Library Services**

**Heads Meeting** – The latest meeting of the Heads was held on December 4th. In addition to roundtable updates and an update on the Fair Price Journal project, we discussed the status of tattletaping the collections in light of the increasing costs of the tattletapes. Resources staff have since brainstormed on ways of reducing the amount of tattletaping. Next it will be discussed at an upcoming DLSPC meeting. The Heads also worked on the latest revisions of the three librarian position descriptions.

**Library Services Team** - A meeting of the Library Services Team was held on November 1st. The purpose of the meeting was to review the Library Services component of the Libraries' Strategic Plan. The next step is to update the spreadsheet with the information reported at the meeting.

**Patron Loading** – a meeting was held last week with Novanet and ATS staff, along with Joe, Sandy and I to review the outstanding issues with patron loading from Banner into Aleph. We are close to a resolution but further testing is required.

**Ares Reserves Tool** – Continuing discussions around the ARES Reserve tool and how to manage workflows. Planning a meeting in January with Reserves staff to discuss further.

**MacRae Library**

- **Student Learning Commons** – Demolition of the interior of the top floor is complete and construction is underway. Construction of the new front entry, including laying of cement, is also underway. The project is expected to be complete in late March.
- **Senate Review** – Donna, Erin and I met with members of the Senate Review Committee for the Faculty of Agriculture and, most recently, with the External Reviewers.
- **Collection Review** – Erin, Jennifer and Leah have been working with data from Greenglass to identify areas of the collection that can be reviewed. We have significant space crunches in some of our core collection areas. Duplicates are being examined first and the physical work will be starting next week.
- **MLIS Intern for Ethiopia** – applications have now closed for the internship and interviews will be held in early January. Funding has also been confirmed for me to travel to Ethiopia to get the intern established in-country.

## **Report to Library Council**

**Anne Matthewman – December 2017**

### **AUL Team**

The team met on November 24<sup>th</sup>. Here are some of the items which were discussed:

- Providing library services at Indigenous Student Centre – no response from student advisor but Michelle Paon will follow up
- Fair Price Journal project
- GIS and Data Day recently held in Truro – thanks Julie Marcoux and Jennifer Strang
- Brightspace training for part-time faculty
- Michelle McDonald recently received an e-learning certificate through University of Calgary – others may be interested in pursuing a certificate
- Lindsay McNiff participated in TA Day and will be teaching information literacy at SIM
- Best practices for LibGuides – Lindsay and Courtney Boudreau working on a better look and easier navigation
- Pop-up libraries around Dalhousie campus – very successful in a residence setting

### **ADAC:**

At the most recent meeting, CLT staffers talked about how they can assist with designing learning outcomes and with curriculum mapping. Fiona Black reviewed the new Student Absence Regulation procedures. Medical notes will not be required but students must fill in a form on Brightspace.

Some faculty members are using websites other than Brightspace (such as Facebook) to communicate with students. This is discouraged. Faculty should only use Brightspace and Dalhousie email to communicate with students.

### **Dunn Law Library**

Our librarians are currently working with the Dean and Law School Communications around strategic initiatives for the Law Library which fit into the new strategic plan for the law school. There is an emphasis on research capability and also on teaching technologies.

The Library and the Law Students Society recently completed their annual food drive for Feed Nova Scotia. The winter was section B with 844 items. A total of 2505 items were sent to the food bank. Thanks to Anne-Marie White and Darlene Taylor for managing the drive along with Chelsea Cox of the LSS.

## ATS Report

- EZProxy was successfully updated on November 22nd. This is a key system in our operations and requires a lot of care to make sure that upgrades like this go well. Thanks to the team for their work on this.

The FairPrice beta has launched and we are working on changes based on the feedback Heather's received.

We've been working with ITS to track down some systems that were still polling the LDAP authentication server. We're using Active Directory now for authentication and none of our tools should have been using LDAP. It was traced to some failover conditions on a failed login so there wasn't much cleanup to do.

- We have also been working with ITS to monitor the network communications that take place upon login for our workstation image. We're looking to remove the bottleneck that's slowing it down.

Progress in ongoing.

- Active work going on with Classroom Technologies including planning for the summer work period, HA19 in Architecture, MacMechan Auditorium changes and working with Facilities on the project for the top floor of the MacRae.

- Completed interviews for the Video Conference Coordinator position. Work is still ongoing.

- Our team had our annual holiday pot-luck, including the members of the Classroom Technologies team for the first time. A good time was had by all who attended.

Marc R. Comeau

Director, Academic Technology Services

Dalhousie Libraries

*December 14, 2017*

#### AUL Resources & Discovery

1. The Novanet Discovery Operations Group met last Wednesday, November 6. It was the first meeting since the launch of the new interface, so the Group went through feedback received from the Novanet community. We made some decisions during the meeting, are looking at others in the test database, and will make updates to the live database in the near future. I'll let you know when this occurs and what the changes are.
2. The Resource Managers are looking at workloads and setting priorities for the New Year. As we know, the Journal Unbundling project will be a main focus. The beta version of the Fair Price database is being updated according to some very helpful feedback received from testers. Thank you. You'll see the database again in the New Year. Heads are in the process of setting up appointments at faculty council meetings so that presentations can be made to faculty about the project and their important role in it.

#### Sexton Library

1. November 14 was the Associated Universities Open House in the Sexton Gym. Students from across Nova Scotia and PEI in first and second years of engineering, visited Dalhousie to learn about the engineering faculty, different programs, the Coop Program, and the Library. We had a booth in the gym and the opportunity to promote services of the Dalhousie Libraries.
2. Sexton Library had a Christmas/retirement lunch with Ian Colford last Friday. He looked well and is enjoying his retirement so far!
3. The RAIC (Royal Architectural Institute of Canada) digitization project is continuing with new leadership -- Geoff, Margaret, and Shirley. Gina and Sarah, following streamlined procedures, will work with Geoff, Margaret, and Shirley to complete this large digitization project.

## Library Council Report – December 2017

Since the last meeting my time has largely been taken up with 3 main items:

### **1. Fair Price Journal Project**

With the help of the Killam subject liaisons, the ~4700 Killam titles were reviewed in some detail as well as relevant titles affiliated with the other libraries. Thank you to Julie Marcoux for her help in creating an efficient method for collating the results from nine people. I am currently reviewing the Masterfile created by Heather MacFadyen incorporating the feedback from all Heads.

Meetings with the FASS Council of Chairs, Faculty of Science Council and Faculty of Management Council have been set up in early 2018 to introduce the review process to faculty. At the time of writing, Computer Science had yet to respond to the request for time on their Council agenda.

### **2. Research Data Management**

The Dalhousie Dataverse launch is imminent. The launch blog post is expected to go out on December 13. We have our first users in Dataverse – here's an example:

<https://dataverse.library.dal.ca/dataverse/manning>

I plan to attend the Portage pre-conference event at OLA in January (weather-permitting). Part of the day will be devoted to discussing common issues we're all facing with the implementation of RDM on our campuses.

I am representing the RDM team on the renewed DalSpace working group.

### **3. Spaces**

There are regular (almost weekly) meetings with the architects, project manager and stakeholders regarding the creation of a data visualization/film screening room in Killam G70 (formerly music storage, prior to that microfilm area). The work for this renovation will be taking place in the Winter term. There will be some unavoidable disruption to both the public and staff only areas around that room.

Linda Bedwell, Marlo MacKay and I hosted a SIFT (Student Input Feedback Team) session in the Wallace McCain Learning Commons on November 29<sup>th</sup>. There weren't a lot of students in attendance, but the conversation was informative nonetheless.

Finally, as mentioned in last month's report I am starting to meet with department chairs in FASS to get a sense of their perceptions of the Libraries (particularly Killam) and library services. The first two meetings are taking place this week.

Sarah Stevenson

## **Senate report to Library Council 2017-12-14**

Submitted by Robin Parker, Dalhousie Libraries Senator

Refers to Senate meetings November 27 and December 11

**Every meeting now starts with the statement:** “Dalhousie University sits on the unceded traditional territory of Mi’kmaq People.”

**Note that Dal News now publishes Senate highlights after each meeting**

### **Senate business**

#### **Nov 27:**

Announcements:

- 16 days against sexual violence commenced on Friday

(what can Kellogg do – other libraries have displays -> Sophie put together display for the CHEB display cabinets)

- Be counted census started
- Senator mentor program needs mentors

Minutes approval discussion

- Incorrectly states that the case against Khan had been withdrawn, whereas the case wasn't withdrawn until 2 days later

Gender neutral language motion:

- Question of general acceptability of they/their as singular
- Several people weighed in regarding the current acceptability

3. Question of formal apology from university to Masuma Khan? – referred to president and Senate Chair will post to the website

5. Ceremonial recommendation – in camera

6. Sexual Violence Policy

Discussion:

- Concern about lack of definition of survivor – oversight and will be addressed
- Appeal process – currently the Senate Appeal committee (will look at possibility of appeal at an earlier point in the process as well)
- Suggestion that policy should be reviewed more frequently than 5 years – would be happy to build in a more frequent review
- D4 i. no definition of when survivor-centric is NOT possible – suggestion to frame definition of survivor centric so that limitations would be clear
- Community consultation needed for Ag campus – has been scheduled
- Timeline is challenging for student – willingness to extend deadlines for full consultation
- Process question: why is there option for anonymous report/disclosure? Instead should it just be confidential? –culture of disclosure assisted by anonymous reporting, but it helps with the office involved being able to track repeat
- Practical perspective – use of swift and maybe timely is better to reflect understanding of survivors-centric experience
- Definition of consent: needs to be clear and helpful to hearings – and how to interpret in real situations (response: comment is helpful to guide how to proceed)

## **Report to Library Council**

**Sandy Dwyer**  
**Director, Libraries HR**  
**November 2017**

The Video Conferencing Coordinator interviews have taken place. The Search Committee is in the process of checking references on their top candidate.

The interviews for the Records Manager position are being scheduled for the first week in January.

Employment requisitions have been approved for two 3 month temporary positions. One full-time Reference Assistant (LA3) to assist at Sexton until the end of March as it is anticipated that the new librarian, to replace a vacancy due to Ian Colford's retirement, will be in place for April 1, 2018. The second temporary position is a part time 20 hour per week C5 position to cover service point shifts in Killam Access Services until the end of March. At that time it is hoped that we will be in a position to fill the vacancy in that department on a full-time basis.

Also approved is an employment requisition to hire a SIT1 position in ATS. This position is necessary to assist with meeting the demand for LMS support from faculty.

The final touches are being put on the draft librarian position descriptions for the following three positions: Indigenous Services Librarian, RDM Services Librarian and the Collections Analysis Librarian. The search committee is being finalized and once that is done the necessary forms will be completed so that these positions can soon be posted.

**W.K. Kellogg Health Sciences Library | AUL Scholarly Communications**  
**Highlights for Library Council**  
**December 2017**

**Kellogg Health Sciences Library:**

- 1) **Staffing:** Retirement party for Carol Pottie will be this month
- 2) **Hosted MLA Webinar:** 8 Tips for Using Metrics in Research Evaluation
- 3) **Collections:** Negotiations continue with vendors to try and get the best renewal price for local collections. JOVE has been added to the Kellogg local collection (The Journal of Visualized Experiments - a peer-reviewed scientific journal that publishes experimental methods in video format) is an often requested title by faculty, staff and students and the vendor came in with significant end of year discount and bonus content.
- 4) **Sub-basement Print Journal Collection Work Group:** The group is making great progress and will be taking advantage of the end of term to do some unpacking, weeding and inventory control.
- 5) **Fair Price project:** The liaison staff poured over the excel sheet provided by Heather and have sent it back completed.

**Scholarly Communications:**

- 1) **ORCID Working Group:** The OWG as been working on LibGuide content and an ORCID FAQ and PPT for liaisons. Technical aspects are also being looked into: ORCID authority control in DalSpace, login with DalNetID. Juliana Serroul from the Dal Research Office will be giving the group a demo of ROMEO at our next meeting and we can look into linking from ROMEO to ORCID. The OWG is watching with interest the possibilities of a CRIS (current research information system) being selected for Dalhousie and will explore ORCID collections if/when that is decided.
- 2) **DalSpace Working Group:** A DalSpace Working Group has been created following a meeting called by Donna called: *Taking DalSpace to the next level*. Current members are: Geoffrey Brown, Roger Gillis, Creighton Barrett, Anne Matthewman, Jennifer Adams, Margaret Vail, Jason Flynn, Sarah Stevenson, Gwendolyn MacNairn. This is a group of the interested so if you fall in that category you are welcome to attend. First meeting will be December 12, 10:30 in ATS Training Room and priorities will be set for a fairly lengthy list of topics.
- 3) **E-Textbook/e-Book initiatives:** several projects are under investigation with FASS and Faculty of Science to develop e-books or e-textbooks. One is also under development with Faculty of Health.
- 4) **Digital Journals:** Sexton Digital journal projects continue on with Geoff taking over areas that Ian was working on. So far new issues have been added to the *Journal of the Society for the Study of Architecture in Canada* website and workflows are being reviewed for the digitization of *Royal Architectural Institute of Canada* journals.

New editors of the Dalhousie Medical Journal have had an OJS orientation.