

Minutes

Library Council

January 18, 2018

Room 2902: 10:00am-11:17am

Present: Mark Lewis (Chair), Karen Smith (Secretary), Carol Richardson (Recording Secretary), Alice Stover, Allison Fulford, Ann Barrett, Creighton Barrett, David Michels, Dominic Silvio, Donna Bourne-Tyson, Elaine MacInnis, Erin MacPherson, Gail Fraser, Geoff Brown, Gwen MacNairn, Hannah Steeves, Heather MacFadyen, Helen Wojcik, Jan Pelley, Janice Slauenwhite, Jen Adams, Joseph Wickens, Joyline Makani, Julie Marcoux, Karen Chandler, Leah Unicomb, Linda Aiken, Lucy Kiestler, Marc Comeau, Margaret Vail, Marlo MacKay, Melissa Helwig, Michael Moosberger, Michelle Paon, Robin Parker, Roger Gillis, Sandy Dwyer, Sarah Stevenson, Shelley McKibbin

Regrets: Amanda Sparks, Anne Matthewman, Brian Lesser, Courtney Boudreau, Jackie Phinney, James Boxall, Lachlan MacLeod, Linda Bedwell, Lindsay McNiff, Mick Bottom, Sai Choi Chua, Sarah Jane Dooley

1. Adoption of Agenda

The agenda was adopted as presented.

M. Helwig/H. MacFadyen

2. Approval of the Minutes from November 16, 2017

The Minutes of the November 16, 2017 meeting were approved with edits submitted prior to this meeting.

H. MacFadyen/S. Dwyer
Carried

3. Approval of the Minutes from December 14, 2017

The Minutes of the December 14, 2017 were approved as presented.

M. MacKay/S. Dwyer
Carried

4. Business Arising from the Minutes

- February 13 Council meeting/Information without Borders Conference

The February 13 Library Council meeting coincides with the Information without Borders Conference hosted by the School of Information Management. It was decided to keep the February 13 Library Council meeting date as is because we should have no issues with retaining a quorum.

- eJournals

The eJournal discussion hasn't been revisited yet but it was noted, there is notes from the December Library Council eJournal discussion that will be taken to the next meeting of the group. Once this takes place, the results of their discussion will be brought back to Library Council.

5. Melissa Helwig Sabbatical Report

Melissa gave a presentation on her recent Research Leave which took place from January 1 – June 30 2017. Melissa noted, she lived in Calgary during the winter months of her Research Leave and was able to attend a few extra conferences because they were held in Western Canada. Melissa's full PowerPoint presentation is available in the Library Council folder on the O drive under documents and presentations.

Three objectives:

1. Initial Evaluation of Drug Information Resources Use through Curriculum Change and Into Practice Project. This part of the project was in 3 parts.
2. Independent Study
3. Other Ongoing Projects

The Research Leave was a great success and she found she was able to get a lot accomplished not being in an office setting. Contact Melissa if you want to talk about any research leave ideas.

6. Librarian Job Descriptions (from December)

Comments:

- The updated librarian job descriptions incorporated feedback from colleagues who attended special meetings, Library Council and some input from Human Resources. These positions are now 3 separate processes for each job description. The biggest change is the Indigenous Services position being appointed through the MacRae Library. Each position will be tied to the relevant AUL/Head. The original Research Data Management position has been changed to a Scholarly Communications position based out of the Kellogg Library. It was noted, there is a concern with not having an additional system wide role for RDM but it was felt Erin MacPherson is doing a fantastic job with RDM across the board.
- Collections Analysis Librarian
 - There is a few housekeeping corrections that needs to be made eg. the title of the AUL is incorrect.
 - Thinking about liaison aspects and different language used to describe the collection building in the different postings, specifically in the Collection Analysis Librarian position, it mentions the specific subject areas.
- Scholarly Communications Librarian
 - Position states: "Keep abreast of the". Maybe change this to "Provides leadership and guidance in".
 - For the main activity, several of the bullet points talk about helping faculty to participate in scholarly publishing, or increasing faculty scholarly activity. Was it meant more on the side of open access publishing because faculty are already involved in scholarly publishing? It was envisioned to be more for open access and helping faculty who are struggling in areas such as their author rights and avoiding predatory publishers. It was suggested looking at wording.
- Indigenous Services Librarian
 - The percentage of time the Indigenous Services position will be spending in Halifax versus Truro is not specified in the job description and will be left up to the AUL/Head.
 - Under qualifications "having a drivers license" compared to "having own transportation" should be clarified. We do not want to restrict the position to someone having to own a car. There is a good ride/share on campus so don't need to have their drivers license. There is not a car/share on the

Truro campus so this needs to be investigated. It was noted, the Car/Share works for short trips not for long.

- One reason why the position works better to have their home base in Truro is they will always go to Halifax but not sure if it will work the other way around. This will insure they connect with Halifax and the Truro campus is close to two Mi'kmaw communities.
 - It would be good to have someone to support Erin in her subject liaison duties in Truro. The concern is if there are potentially very heavy system wide responsibilities and only a little bit of time for subject liaison, and subject liaison is spread across the entire campus then how much, practically, will there be support in Truro for that faculty. It is envisioned there would be more liaison responsibilities in Truro. There will be a one-year plan to transition into the liaison responsibilities. It is hoped the support in Truro will be for agricultural sciences or science in general. So the vision would have resident liaison responsibilities in Truro. There needs to be another colleague in Truro to support the liaison duties because there is only one librarian there now.
 - When you read the subject liaison piece for the Indigenous Services it does not reflect at all about liaison duties, it doesn't say specifically that there is liaison duties in the job description. It was suggested to put a period after the faculty names or have it be two separate sentences.
 - Is this position going to be the acting primary contact for the NCTR? As well as liaison duties in Truro. The NCTR Centre is in Winnipeg and Dalhousie is the hub for this area but it is still "under construction" in terms of location. They will provide leadership for the staffing in Halifax. You need to liaise with the folks in Winnipeg to understand what they need to happen and what we need to do.
 - Do we highlight that we have video conferencing so to alert those applying that we have communication on that front. Is there language in the position at UNB (Jackie Phinney's position) concerning conferencing between the three campuses? If there is any wording to that affect, please send to Elaine.
 - One heck of an entry level position for the Indigenous Services Librarian. There is concern for burnout with the workload they may have. Elaine has experience with this and will provide the support they need. It was noted, the incumbent could continue in the role if interested for more than the allotted time and having more than one person helping with this position, would be a benefit.
 - Elaine will be meeting with one of the members of the Indigenous Advisory Council and will show the new changes to the Indigenous Services job posting. It will also be sent to the whole membership of that group.
- The qualifications for the education component should be consistent across the board.
 - The next steps moving forward would be to re-send Form 1A because of the significant changes that have been made. Then work with the appointments committees eg. LSAC, KLAC and create special committees for Sexton and MacRae. Then it will move to ABC.
 - Deadline for comments to Donna is Monday morning, January 22.

Donna appreciated the flexibility and wiliness to change the model a bit.

Motion: that Library Council supports in principal the job descriptions that have been presented before council and look forward to the final drafts for approval.

D. Michels/C. Barrett
Carried

7. Ebsco E Books Cancellation

SRMG has assessed the Ebsco eBook package and have been negotiating with Ebsco for over a year to address concerns that faculty have expressed about the quality of material in that package and decided the best way to move forward would be to cancel this package and repurpose the funds.

Comments:

- The message that goes out can be confusing to our users because we are still ordering eBooks through Ebsco as subject liaisons to support the collection and the curriculum and those are not the ones you are talking about, so there can be some confusion, so even though what we are cancelling is Ebsco, we still get an order and will continue to order some Ebsco eBooks. When Marlo makes a message, can this information be included. The overall message to our users could be that we are being more selective and strategic with our budget money. It was noted, platform choices is entirely up to the selector and we will still be ordering individual titles on Ebsco. We are going to be building on what Kellogg did last year, cancelling one package but replacing with other options.
- Some of the books in that package are required readings for courses. What is the timing of this and will it affect our students.
The contract ends March 31 and we don't know how long they will give us access. Hopefully the required readings are in the top list of titles that was circulated with the earlier email from Heather. If a list or a partial list of titles for eReserve can be sent to Heather, she will see what she can do about replacing those titles and repurposing the funds so not to leave students in the lurch.
- You have to install Adobe Digital Editions to borrow a book. This is undesirable for users and one of the not so good features of the package.
- SRMG decision was to cancel the package outright and not to pick up an additional subscription to another package.

Motion: Library Council accepts this recommendation from the Scholarly Resources Management Group (SRMG) pending no unforeseen feedback provided to the group by January 23.

M. Helwig/S. McKibbon
Carried

8. Library Council Annual Report

The spelling of Lucy Kiester's name will be corrected.

Motion: to accept the Library Council Annual Report for 2016-2017.

H. MacFadyen / R. Parker
Carried

9. Senior Management Reports

Head of Killam Report

- Update on Fair Price Project meeting with Faculty of Management
The first fair price faculty council meeting was held on January 17 with the Faculty of Management. The audience was very receptive and attentive with lots of great questions. With the great feedback, it is hopeful that there will be a lot of participants in the survey when it's launched.

10. Senate Report (Robin Parker)

- Senate approved the proposal for a PhD in agriculture sciences.
- Special meeting this coming Monday (Jan. 22) for training for inclusiveness and diversity.
- Senate Disciplinary Committee, which Robin is a member, has been dealing with an increasing number of student code of conduct cases. They are exploring whether the code of conduct needs to be looked at in order to move forward (a working group may be created for this). There is also discussion on how non-academic cases get handled. Robin is part of the working group looking at how cases are handled across Canadian universities.
- The Review of the College of Computing and Education was mentioned to say that a positive review was done.
- The provost for Student Affairs is leaving the campus and has done a great job trying to cover the bases including the nuances.
- Robin's term as Senate representative will be up in June 2018 and will not be reoffering. The Senate Chair will write to the University Librarian to ask the libraries to elect a new senator. At that time, hopefully by March, the request will be brought to Library Council. Mark will put this item on the February Library Council agenda as a reminder.
- If you have any questions about Robins report, please send her an email.

11. Roundtable - updates

Joyline Makani

Received an invitation to join a research group for the Department of Education, Dalhousie University and the Tri-County School Board to do participation in research management, analyzing their data for attendance and see if it can inform on the recently established attendance policy.

David Michels

The Canadian Association of Law Libraries Conference is taking place in May 2018. There are a number of sessions that may be of interest to the wider community. One in particular is on cannabis. This year, people will be allowed to register for individual sessions rather than the whole day or the entire conference.

Lucy Kiester

The Kellogg Library will be spearheading Blind Date with a Book this month. Made final selections for things to write bio's for and highlighting books that are on the shelves in the Kellogg (not pulling any items). There will be a mix of fun academic, fiction and memoir writing. The other libraries that will be participating is Killam, MacRae and Kings.

Donna Bourne-Tyson

Thanks to Elaine, Janice, Sandy, Jim, Nellie, Margaret, Karen and her husband, Jennifer Lambert, Nancy, the custodial staff, zone supervisor and security from the Halifax campus for helping with the flood that happened in the room where the Rare Book Collection is housed over the Christmas break. About nine days later, the MacRae Library flood happened and another great response from the Truro campus staff. These were weather related issues in both cases so nothing we could have prevented ahead of time. The MacRae staff have a spreadsheet of unbound journals that were affected by water and collection decisions are being made on those titles now. The journal storage area was the area that was affected plus some archives items but those are all salvageable. The Rare Book Collection at the Killam had 150 items that were water damaged and only 10 were destroyed.

Heather MacFadyen

Thanks to everyone who has been doing a second round of testing on the Dalhousie Journal Assessment database. The suggested changes are being made now and more will be made next week. The anticipated launch date will be February 5.

Sandy Dwyer

Natasha Andrews was the successful candidate for the video conferencing coordinator position. She will start on February 1.

12. Any Other Business

With no other business the meeting adjourned at 11:17am.

Michael Moosberger

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

15 December 2017 – 16 January 2018

AUL Archives, Special Collections and Records Management

- Participated in conference calls of the National Heritage Digitization Strategy Steering Committee.
- 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 more time negotiating changes to the YCW Internship grant proposed by the Legal Counsel prior to it being signed by the Provost. Finally approved and signed.
- Attended a variety of 200th Anniversary meetings related to both internal Libraries and university-wide projects.
- Attended de-brief meeting on the response to the flooding of the Kipling Room and replied to queries from Jennifer MacIsaac related to damaged archival materials resulting from the MacRae flood.

University Archivist

- Continued to work with Donna and records management consultant Julie Morris on the development and implementation of the University Records Management Program. Donna and I had a conference call with Kevin Brooks and one of his colleagues from Iron Mountain on 15 January to discuss Dalhousie records holdings in their facility and how to potentially streamline the university-wide use of the off-site storage vendor.
- Interviewed 3 individuals for the Records Manager position during the first week of January and undertook reference checks of the top candidate. A recommendation has been made by the Selection Committee to HR who will make the offer to the candidate. We hope to have the position filled sometime before 1 March.
- Received and responded to an e-mail from the Board of the Dalhousie Medical Alumni Association who have agreed to deposit their records with the University Archives.
- Approved the loan request from the AGNS for the borrowing on 27 items from the Marjorie Tozer and Robert Doyle collections for the exhibition *TRANSATLANTIQUE: the art of fashion and costume design, Paris-Halifax* from 31 March to 23 September 2018.

Report to Library Council – January 2018

AUL Research:

- Dataverse soft launch happened on December 20 with a post on the Dal Libvine [<https://blogs.dal.ca/libraries/2017/12/managing-your-research-data/>]. At the moment we have two active users, one from the Agriculture Campus, and one from the Studley campus.
- I will be attending the *Portage and RDM in Canada* event in Toronto on January 30. This event includes an opportunity for sharing problems and potential solutions between institutions.
- I am part of proposal for a panel discussion about Research Data Management at APLA. Also participating are Erin MacPherson, Lee Wilson (Portage), Maggie Neilson (Acadia), Kim Mears (UPEI), James MacKenzie (UNB).

Head of Killam:

- January been month of meetings. The Subject liaisons meeting originally planned for January 4 was moved to January 10 because of weather. Topics included: review of budget balance checks in Aleph, monograph and endowment spending including the general endowments assigned to the Head of Killam, a discussion of product trials and a review of the Fair Price project timeline. Presentations for Faculty Council-level groups supported by the Killam Library are scheduled for January 17 (Management Faculty Council), January 18 (Science Faculty Council), February 6 (FASS Council of Chairs) and February 22 (Computer Science Faculty Council).
- Science librarians meeting (January 9) – review of endowments related to science collections, potential Dalhousie attendance at the True North Science Bootcamp in Montreal in May, the new “Science for” initiative in the Faculty of Science that is intended to stream academic coursework to student career aspirations, and potential content for the Faculty of Science newsletters to faculty and students.
- Computer Science Team meeting – at the request of the faculty the liaison model was changed to a team model in 2016. 16 months later we held a team meeting to review the team approach from our perspective, clarifying our understanding of the roles and communication with the Faculty.
- Music collection – Active planning is in progress to address the backlog of uncatalogued donations. This will assist in handling future donations, as well as workload planning for the Resources team.
- Several of us (Marlo, Helen, Janice, Sandy, Elaine and input from Donna) are working with Mike Burns (Director of Dal Security) on an awareness campaign/blitz about laptop/electronics theft to take place in the coming weeks. This is in response to the number of thefts of unattended electronics in the building over the last year and half. Other security measures are also under consideration.
- Donna and I will be meeting with the FASS Senate Review External Committee Friday afternoon (January 19th)
- The Intern coordinators for this year are Roger Gillis and Michelle Paon. Thank you to Lindsay McNiff for two years of working with our interns. Lindsay will remain engaged with the interns as 2018 LIPCC co-chair with Melissa Helwig.
- Blind date with a book is scheduled for Wednesday February 14 at Killam and MacRae libraries.

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

Library People

Alaina and Whitney have been busy working on social media ideas and plans for promoting our resources to students and faculty.

Patricia has been busy getting reserves ready for the beginning of term.

Alaina is doing a Live Help shift for King's this term.

Planning is underway for instruction sessions on research basics for students for this term.

Library Activities & Space

The lightning retrofit has been completed and the library has some new lights. The heating and cooling has also been fixed.

The library was well used over the exam period and students were grateful to have the extended hours.

King's

The 2018 lecture series, *Automatons! From Ovid to AI*, kicks off this week with a lecture on Wednesday titled, "Imagining Automatons."

There are two upcoming student led conferences coming up. The 3rd Annual SNARC Conference is held this weekend and the theme is: Intersections. The Conference of the Early Modern Studies program will be held on January 26 and 27.

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

Kellogg Health Sciences Library:

1) **Staffing:**

Lucy Kiester will be ending her contract early at the end of February. She has been offered a probationary tenure track position at the McGill Health Sciences Library as liaison librarian for undergraduate medicine.

Sophie Boucher our YCW Intern is completing her contract with us the end of this month, one week early. She has a permanent position starting in Ottawa in February.

The posting for student Interns 2018/19 is ready and has been sent to Library Administration for distribution.

2) **Collections:** The LibVine announcement went out for JoVE, the text is below:

NEW: Several of the most popular sections of JoVE Video Journal (Journal of Visualized Experiments) are now available through the Dalhousie Libraries. JoVE publishes experimental techniques in a visual format with detailed text protocols to increase scientific reproducibility. The videos are peer-reviewed and JoVE is a PubMed-indexed video methods journal. The libraries currently subscribe to two of the most requested JOVE Journals: **Medicine** and **Neuroscience** and two additional titles are available on a trial basis throughout 2018: **Biochemistry** and **Immunology & Infection**. Here is a direct link to access JoVE via the Dalhousie Libraries subscription: <http://dal.ca.libguides.com/jove>



JoVE has many other journals and sections and the content in most of these is available for viewing after a 24 month embargo. The early content is accessible via PubMed Central by clicking on the embedded videos links below each article abstract. <https://www.ncbi.nlm.nih.gov/pmc/journals/637/>

- 3) **Sub-basement Print Journal Collection Work Group:** Kellogg Interns assisted with the sub-basement work prior to the holidays and great progress was made with unpacking, weeding and inventory control.
- 4) **Fair Price project:** A great deal of liaison time was put into subject coding for the Fair Price Journal initiative over December and the excel sheet was sent back to Heather only a few days past the deadline. Meetings have been set for Faculty of Health January 25th, Faculty of Medicine Feb 6th, Faculty of Dentistry Feb 14th.
- 5) **Assessment:**
- a) **SIFT Session at Kellogg:** Scheduled for the afternoon of Monday January 22 in CHEB 268
 - b) **Poster report on Kellogg Space Assessment from winter 2017:** Under development

Scholarly Communications:

- 1) **ORCID Working Group:** The OWG will be working on promotional materials for an ORCID announcement coming later in the term and strategies to promote use. In June 2017 dal.ca had 1013 ORCID records registered and 1186 by November 2017. An ORCID primer and FAQ will be under development.

Report to Library Council

Anne Matthewman – January 2018

AUL Team

Lindsay McNiff and Melissa Helwig have produced, along with a CLT staff member, a 3-part programme on building a teaching dossier that is aimed specifically for librarians.

ADAC:

At its recent meeting, ADAC members heard from the University's Acting Legal Counsel about following privacy guidelines in communications with students. The recommended mode of communication is through Dalhousie email addresses and websites/Brightspace. Gmail and personal websites are not advised.

Guidelines for proctoring off-campus and online exams were discussed.

Dunn Law Library

Two new Faculty members have been hired by the Law School.

I have started teaching the Advanced Legal Research course for the winter term. This is a 3-credit course taught in a seminar format. This year I have remodeled the course a little bit and have added modules on Indigenous Legal Research and Nova Scotian Black legal issues. Each student chooses a topic which they research in various common law jurisdictions and they then produce a research guide and a legal memorandum on the topic.

We have two upcoming sabbaticals which have just been approved - Mark Lewis, July – December 2018 and David Michels, January-June, 2019.

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

AUL Library Services

Assessment – Along with the various assessment projects underway, Linda has drawn up the content for a Library Assessment page on our website. She has worked with the web team to develop the page and the initial content is being reviewed by the members of SLT and they are provided content and feedback where appropriate. It is very exciting to see this come to fruition and it puts into focus the great amount of assessment activity that has take place over the last few years. We look forward to sharing it with everyone in the near future.

GIS and Data Services – Gwen organized an afternoon discussion on Geospatial Data & GIS in late December. One key focus of the discussion was the use of GIS in the curriculum. It was a very informative and fruitful discussion. The topics continued into the GIS Advisory Committee meeting the following day. Another meeting of the GIS Advisory Committee will be called this winter to discuss the ESRI Canada Centre of Excellence, as well as the Terms of Reference of the Advisory Committee.

LIPCC – With Sarah Jane now on sabbatical, Lindsay and Melissa have taken on the role of co-chairs of LIPCC. Members are currently working on postings for the spring and summer interns.

Patron Loading – preparations are continuing for the loading of Banner data into Aleph. We are hoping this will be in place within the next couple of months.

Dal Libraries Conference – Another successful workshop was held on Wednesday. The workshop was on the topic of presenting and was led by Lindsay McNiff. It was well attended and very informative and engaging. More workshops are still to come and the team is hoping to firm up the date of the conference soon. Their next meeting is Wednesday, January 24th.

Ares Reserves Tool – No further developments to report but this is still being explored.

People Counters – Currently investigating ceiling mounted patron counters. These counters would be networked and the data would be stored with the ability to produce reports, etc. Spaces currently without people counters include Wallace McCain Learning Commons, Kellogg Library, Kellogg Learning Commons and Weldon Law Library. This has been identified as a priority as we are not collecting valuable data required for our internal reporting as well as the CARL statistics.

Kipling Room Flood (December 29th) – As the available AUL that evening, I initially worked from Truro to respond to the Kipling flood, arranging for staff to come in to assist and providing support to the team that was responding to the flood. I came into Halifax later in the evening

Report to Library Council

**Sandy Dwyer
Director, Libraries HR
January 2018**

We should soon have an announcement with regards to the successful candidate for the Video Conferencing Coordinator position. The hiring process is still ongoing but nearing completion.

The interviews for the Records Manager position took place the week of January 2 – 5, 2018.

David Ryan has been hired in the Library Assistant (LA3) 3 month full-time temporary position at Sexton. David started work on Monday January 8, 2018. Carl Harvey has been hired in the (C5) 3 month part-time temporary position in Killam Access Services. Carl began work on January 3, 2018.

ATS Report

- Come try your room event went well despite a power outage and closure
- We are working with ITS to find a solution to the last piece of the puzzle to upload patron data into Aleph from Banner. While other schools have done this, the multi-site nature of Dalhousie combined with limitations in Relais had held us back in the past but we've worked out procedures that will get us past prior stumbling blocks.
- We are engaging with GIS to help develop a GIS data distribution system.
- I presented on the current status of changes to Classroom Technologies to Dean's Council this past Tuesday. The presentation was well received.
- A DalSpace upgrade will take place beginning the evening of the 23rd of January, extending in through the 24th. More communications will come out soon.
- We've put in a lot of hours on the Journal Survey project that Heather has been leading.

Marc R. Comeau
Director, Academic Technology Services
Dalhousie Libraries

January 18, 2018

AUL Resources & Discovery

1. This week, presentations to Faculty Councils across the university begin on the Journal Assessment project. Heather will make the presentations with Donna, the relevant Head, Marlo, and Allison also attending. Members of Library Council have received from Heather an email regarding the Dalhousie Journal Assessment Database (<https://apps.library.dal.ca/fairprice/login>), and a request for 15-30 minutes to participate in a second round of testing, prior to release of the database to the university community, Feb. 5. Please see Heather's email of Monday, Jan. 15.
2. Resource Managers are working on the 3rd quarter variance and status of the EAF, Killam, Kellogg, and Sexton collection budgets. These are time consuming and tricky calculations; they will inform end-of-year spending options.
3. Heather and Gail will be attending the OLA Conference in Toronto.

Sexton Library

1. David Ryan began at Sexton Library January 8, to help fill in behind Ian Colford's retirement and Sarah Jane Dooley's sabbatical leave. David's main responsibilities are teaching and reference.
2. The RAIC Archive (<http://sextondigital.library.dal.ca/RAIC/>), Sexton Library's large journal digitization project, has been nominated for the Melva Dwyer Award "given to the creators of exceptional reference or research tools relating to Canadian art and architecture". After providing some feedback on the project, we are awaiting an update on the award.
3. Geoff Brown, Shirley Vail, and Margaret Vail are assuming project management of the RAIC Archive following Ian's retirement. Geoff and Shirley revised some procedures and trained Sexton staff on the procedures this week. Margaret will oversee all website matters.
4. Sexton's journal weeding project continues, thanks to our SIM interns. Student assistants are helping out as well, shifting serials from the Mezz to the main floor during the evenings.
4. Allison again this year is on the One Book Nova Scotia Selection Committee. Meetings are getting underway soon regarding selecting this year's book.
5. Allison and Sarah Davis are attending the OLA conference in late January, early February.