

Library Council Meeting
June 20, 2019
10:00am-12:05pm
Room 2902, Killam Library

Present: Gwen MacNairn (Chair), Melissa Rothfus (Secretary), Carol Richardson (Recording Secretary), Ann Barrett, Anne Matthewman, Brian Lesser, Courtney Bayne, Creighton Barrett, Elaine MacInnis, Erin MacPherson, Gail Fraser, Heather MacFadyen, Helen Wojcik, Janice Slauenwhite, Julie Marcoux, Joe Wickens, Karen Smith, Kirsten Huhn, Lachlan MacLeod, Leah Unicomb, Linda Bedwell, Linda Clark, Lindsay McNiff, Mark Lewis, Marlo MacKay, Michael Moosberger, Michelle Paon, Roger Gillis, Sai Chua, Sandy Dwyer, Sarah Stevenson, Shelley McKibbon

Guests: Kristy Hancock, Merran Carr-Wiggin, Nicole Marcoux, Nicole Slipp

Regrets: Alice Stover, Allison Fulford, Amanda Sparks, David Michels, Dominic Silvio, Donna Bourne-Tyson, Geoff Brown, Hannah Steeves, Jackie Phinney, James Boxall, Jan Pelley, Janet Hathaway, Joyline Makani, Karen Chandler, Marc Comeau, Melissa Helwig, Mick Bottom, Morning Star Padilla, Robin Parker, Sarah Jane Dooley

Dalhousie University is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq. We are all Treaty people.

1. Adoption of Agenda

The Agenda was adopted as circulated.

2. Video Conference Booking Tips – Natasha Andrews (or Mick Bottom)

Due to regrets from Natasha Andrews and Mick Bottom, this agenda item will be changed to a feedback gathering session and this information will be forwarded to Natasha. It was noted, Natasha would be happy to meet with individual members if they have further questions.

Starting point: If more than one person wants to attend a meeting via videoconferencing or Dal Anywhere, then a bridge must be booked through Natasha.

Questions and Feedback:

- When do you book the bridge rather than Dal Anywhere?
- Is there any advantage to Dal Anywhere over a bridge?
It was noted, there is a maximum of 10 seats for Dal Anywhere.
- Is there a FAQ or online booking for the bridge and rooms?
As far as we know, Natasha is making a list of the rooms that have video conferencing.
- It was suggested that the Campus Booking System be updated, to show which rooms support video conferencing.

3. Approval of the Minutes (from April 25 and May 16, 2019) -- Files in Brightspace

The Minutes of the April 25, 2019 Library Council meeting were approved as amended.
The Minutes of the May 16, 2019 Library Council meeting were approved as circulated.

4. Business Arising (from the Minutes)

4.1 Council Meeting day for 2019/20

It was suggested by the Senior Leadership Team (SLT) to hold the Library Council meetings the week after the SLT meetings, which is currently on the 3rd Tuesday of the month.

Discussion:

- It was observed that if this gives members more time to read the submitted SLT reports, then they would support it.
- It was also observed that a scheduled 4th Thursday meeting would not work for the month of December. This can be addressed ahead of time, by the next Chair of Library Council.

Motion: To hold Library Council Meetings for the 2019/20 term on the 4th Thursday of the month.
J. Slauenwhite / S. McKibbon

Motion Carried

4.2 History of Library Council

- Library Council documents in BrightSpace from the previous months folders, September – June, will be removed from BrightSpace before the September meeting. Copies of the monthly Minutes for 2018/19 can be found in DalSpace (<https://dalspace.library.dal.ca/handle/10222/14627>).
- The LC documents folder and files within it will not be removed. It was noted, the recently approved Terms of Reference for Library Council, are located in both the LC documents folder and in DalSpace.
- LC document: LC_History_201905 - lists previous Chairs, Senators, current and former Standing Committees and Short-term Working Groups. This document can be updated as needed.
- LC document: LC_Membership_201906 - lists the current members of Library Council for June. It colour highlights members who were previously elected as Chair and Secretary (in yellow), as well as those going on leave or retiring during the 2019/20 year (in green). This document is used to determine quorum and will need to be updated for September.

4.3 Elect Chair and Secretary for 2019/20

There were no volunteers or nominations for the position of Chair or Secretary for Library Council for the 2019/20 term. It was noted, if no one steps forward to be Chair or Secretary before September, the task of filling these positions will be handled by the University Librarian.

5. Conflict of Interest Policy (presentation) – John Hope, Legal Counsel Office, Dalhousie University

Background:

- John Hope is the General Counsel and Managing Director for Dalhousie.
- The Privacy Officer has a direct report to the Legal Counsel office.
- The purpose behind the *Conflict of Interest Policy* (not revised since 2002 but currently being updated) is not to prevent nor is it to punish any existing conflicts but to ensure conflicts are disclosed and conflicts are managed where and however possible. It would be very unusual to have a conflict that the Legal Counsel office is unable to manage.
- Online location:
https://www.dal.ca/dept/university_secretariat/policies/governance/conflict-of-interest-policy-.html

Overview:

- It is the ethical and legal responsibility of everyone who acts on behalf of the university to ensure that decisions and actions which affect the university and those it serves are taken in the best interests of the university and are not influenced by personal interests.
- The policy applies to Faculty, Staff and students who have certain positions at the University. It was noted, the Board of Governors has a separate *Conflict of Interest Policy*.
- Conflicts of interest are inevitable in the university community as it has diverse constituencies who interact with the public, the private sector, research, teaching and other scholarly activities.
- The potential for conflicts of interest increase when the university operates within a smaller community.
- The role of Legal Counsel is to be the “keeper of conflicts”.
- It is important to disclose in advance of the conflict. All conflicts that are disclosed ultimately have disclosure approval.
- The Legal Counsel office helps to draft letters of conflict and outlines how those conflicts should be managed. Known conflicts would include marriages between two staff members.
- The *Conflict of Interest Policy* presents common examples and how you deal with them.

Policy:

The purpose of the policy is to set up a mechanism for identifying and addressing potential and actual conflicts of interest so that members of the university community can be confident that the decisions are transparent and actions are untainted by personal interest to insure public accountability and to protect reputations.

1. Recognition

Conflicts of interest must be identified in order to permit their appropriate management. A conflict of interest arises from a particular situation. It does not arise from or reflect upon the character of the individuals involved.

2. Disclosure

Conflicts of interest and potential conflicts of interest shall be disclosed in accordance with this policy. In addition, any person who is aware or has reasonable grounds to believe that an undisclosed conflict of interest exists is required to report it.

3 Resolution

Conflicts of interest shall be resolved within a framework and with a procedure which attempt to ensure that the best interests of the university and its capacity to fulfill its mission are protected.

If a university member has a potential conflict of interest, the activity may continue only where the university member receives prior approval by the Administrative Head and the university member follows the terms and conditions made by the Administrative Head. It was noted, Deans are the Administrative Head for Faculty members and students. For the libraries, it would be the University Librarian or the Dean who you report to. For research work it also engages the VP Research and Innovation.

Examples of potential conflicts:

- Administrator wishes to hire their daughter.
- A faculty member is the thesis supervisor for a graduate student and wishes to hire them to work for their private consulting firm.
- A nephew of a faculty member is registered in the faculty member’s course.

- Intimate relationships between faculty members and students or administrators and direct reports.

John: I cannot stress enough that this is a bad idea. Historical complaints have come forward. Individuals need to come forward and tell the university immediately, to protect themselves and the university.

Other requirements of the policy:

- University members may not use university resources for any purposes other than the education, research and service missions of the university.
- Special provisions govern the use of university space and can accommodate the private sector as long as a contract has been negotiated in advance.
- A university member shall not purport to speak on behalf of the university unless authorized to do so.
- You cannot use private university information to advance a personal interest.

Final message:

- Please disclose conflicts. There is an obligation to tell your supervisor if you are in a conflict. It's important that a conflict is known.

Questions and Discussion:

5.4 Use of University Resources (from current policy)

If you are on break, is it okay to use your laptop to do something personal like online shopping?

We all do online shopping. We all use email addresses for personal use. If you have personal emails in your Dal email account, it is best to identify them by saving them in a folder titled "Personal". What would be of concern is using the university resources for monetary purposes, such as running a small company on the side and taking university time and resources to run it.

A question related to that, how does the Collective Agreement for Faculty allow them to do professional consulting work, e.g. someone who maintains a practice as a psychiatrist but they are also a professor?

That is actually within the mandate of their work at the university. Faculty are permitted to do consulting using a percentage of their time outside of the work they do at the university. We would consider that to be different than running a separate company. And the faculty member's email account is treated slightly differently. It may contain research results and contacts with publishers. Their intellectual property needs to be respected. A lot of faculty use their Dal email addresses when working in an area that also requires their expertise, e.g. hospitals. For some faculty members, the Dal email address is the only email address they have and they are permitted to keep their email addresses for life.

If you are in the process of hiring a new staff person, and one of the applicants is an older sibling of someone they are going to supervise, if they get the job, is that going to be more trouble than it is worth?

We have had other situations arise where there is a relationship outside of work. To have a sibling supervised by another sibling, then I would lean on its more trouble than its worth. Depending on the supervision required, it may be problematic. However, if there is a way to have a different reporting structure within the unit you may be able to get away with it. It was noted, the sibling should not be involved in the hiring process but then that supervisor has no idea of who is being hired because they are not engaged in the process. As soon as the person knows a relative is applying, you should step away from the process. It's important to have the conversation in advance.

When there is a search committee in the libraries, it is very common to know someone who is applying for a position. Although it is common to self declare this within the search committee, we don't know if this is formally reported to the University Librarian. Should it be?

Only if there is a true conflict. On the academic side of the house, we normally direct people to Laura Neals because the bigger concern with respect to searches for tenure positions is reliance on funding. If a faculty co-applies for funding with somebody whose tenure promotion committee is sitting on, that's a bigger conflict concern than a personal relationship because often the faculty members know each other and have been in the same unit for years. If they jointly apply for funding, one person on the team is reliant on that other person getting tenure for continued funding. That is a huge concern. You don't want the applicant having any surprises. Take away all elements of surprise.

If you have additional questions, please contact John via email at: John.Hope@dal.ca.

6. UNIWeb (progress and early adopter experience) – Ann Barrett
Implementation Team: Ann Barrett, Merran Carr-Wiggin, Melissa Rothfus, Brian Lesser.
In addition, there are local UNIWeb administrators.

Highlights from Ann's presentation (a snapshot of where we are):

- UNIWeb has a Canadian context. It is a Canadian company and the data is held on a Canadian server. They have a direct connection with the Canadian Common CV.
- Some universities create their own in-house, but Dalhousie reviewed a wide range of commercially available systems before they selected UNIWeb and signed the contract in December 2018.
- We are now six months into the contract to implement a CRIS (Current Research Information System).
- Dalhousie Libraries are the lead on this university wide resource. We are involved because we have the expertise and skills, although it is unusual to do this.
- Using UNIWeb will save time and effort for faculty, researchers and graduate students when creating their CV and applying for grants.
- Provides a way for faculty to collect data on their teaching and research, the funding they are bringing in, and how many publications they have. Collection of this data is being done manually but now can be done through UNIWeb.
- There is a LibGuide for UNIWeb @ Dalhousie which features the link to UNIWeb and lists things you can do with UNIWeb.
- UNIWeb milestones include weekly training sessions via Zoom.
- Faculty reactions so far:

Positives:

Many faculty say that UNIWeb is easier to use than CCV for entering information, and it saves time when writing grant applications and reports. It saves administration staff time too, by eliminating some data tabulation tasks. Lots of enthusiasm from faculty. The more science-based the discipline, the more excitement there is.

Negatives:

Some don't see it as applicable to their work.
There are concerns about privacy.
Too much extra time is needed to customize reports.

Questions / Comments

How is your information being used at Dal?

Dal Analytics may access the research/publication parts of the CV for reporting purposes on research activity and building research networks.

Are Faculty members required to enter profiles into UNIWeb?

It depends on the faculty unit. Some will insist on it and others may not. The goal at this point is to promote using it.

Because there are privacy concerns, was there a Privacy Impact Assessment (PIA) done?

This may alleviate any concerns faculty have. It was suggested to work with the privacy officer to actually do that. It would be an easy thing to do and roll over.

Don't know but thanks for the suggestion. It may have been done before the libraries became involved.

What happens if the private company gets bought out or changes the software in a way that is not effective anymore. What agreement with the data has been made?

There is a feature to download your data and to take it with you. Anytime we go through procurement for a new piece of software or technology, there will always be an exit clause on how we get our data back at the end of the contract. That part of it would be resolved. Where the data would go would be determined at the time, we cannot preplan for that. Any platform we are using would always have that exit clause.

Do you know if the data is being shared with any third parties and if so, is that being disclosed?

The data is not to be shared. That's another clause, called a non-disclosure agreement. It works both ways, we can't disclose things they tell us about their plan for the product and they can't use our data for any purpose.

Who owns the data? Does it belong to the individual faculty member or the university?

Typically, it is the university who owns the data in those contracts but in this scenario where it is the faculty members information, it could be listed that the university is providing the service on behalf of the faculty member but not sure how this works. There is a Terms of Use when you initially sign up and those Terms of Use are listed in the Research Guide.

It was noted, the faculty will want to know how their data is stored.

Also noted, it is for use by all Dalhousie faculty (including librarians) and graduate students.

Do you know if the Terms of Use that are in the guide were created by UNIWeb?

The Dalhousie Libraries adapted our Terms of Use from the University of Ottawa Terms of Use which were already in UNIWeb.

Was it reviewed by Legal Counsel?

Ann will contact the University Librarian to asked if this was done.

7. Revisions to our Library Collections Assessment Guidelines and Template – Michelle Paon

SRMG reviewed both documents and made revisions using feedback from subject liaisons.

- In the Guidelines document, the language on the first page, didn't conform with the language on the second page. It is now more consistent and the same information will be put on the website so anyone who looks at the website will have the same correct information (that the initial proposal should go to the UL).
- Will be asking subject liaisons to alert faculty that requests now go to the UL. Eventually the procedures will filter down to all faculty.

- It is important for the University Librarian (UL) to be copied on any proposals pertaining to requests for library assessments so she knows what new courses or programs are being offered. The UL may delegate the task to one or more subject liaisons.
- The documents will be stored on the NAS and on the libraries website.
- If a course has readings, please remind faculty to supply that information.
It was noted, the Course Assessment template serves as a structure and can be found in O:\Libraries - Resources & Discovery\Resources\Assessments - Collections\Guidelines and Templates
- It was suggested to have a backup, possibly AUL Resources for the UL when the UL is away so the course assessments meet their deadlines. It was noted, the UL checks emails on a regular basis and is very aware that these issues should be dealt with promptly but Michelle will discuss the suggestion with the UL.
- It was suggested that the boilerplate copyright information shouldn't be required in the assessment for a senior faculty member's requests, because they may have already seen this information many times before and may not read it. It should be required for a new faculty member who may not have developed a new course before. Lachlan pointed out that the boilerplate language reminds all faculty to be mindful of copyright. He asked liaisons to continue to alert faculty to copyright.
- Will the UL check in with the Head before delegating this task?
Each Head knows about their liaisons' current workloads. It was noted, the UL has copied Sarah, as the Head of Killam on any assessments that need to be completed that involve the Killam liaisons. If the assessment is multidisciplinary, then it would be best to go to the UL so she can delegate the work to the appropriate liaison(s). It is important not to duplicate each other's work.
- The table on page 2 of the Guidelines document indicates to whom the liaison would send a copy of the completed collection assessment. It was noted that the liaison may have to alert two Heads if the subject area is multidisciplinary. The table was designed to show liaisons the faculties affiliated with each Head. Use your judgement on who to contact.

8. Library Council Committee Annual Reports & Terms of Reference

8.1 Libraries Internship/Practicum Coordinating Committee (LIPCC)

Motion: to accept the 2018/19 Libraries Internship/Practicum Coordinating Committee Annual Report.

J. Marcoux / K. Huhn

Carried

The Terms of Reference for LIPCC will be deferred to the September Library Council meeting.

8.2 Communications Team

It was noted, the Communications "Team" is a "Committee" of Library Council.

Motion: to accept the 2018/19 Communications Committee Annual Report.

M. MacKay / J. Marcoux

Carried

8.3 Dalhousie Libraries Service Point Committee (DLSPC)

Motion: to accept the 2018/19 Dalhousie Libraries Service Point Committee (DLSPC).

S. Dwyer / H. Wojcik

Carried

8.4 Preservation Committee (PC)

A draft was circulated amongst the Preservation Committee and a final report will be submitted for the September Library Council meeting.

8.5 Web Advisory Committee (WAC)

A final report for the Web Advisory Committee will be submitted for the September Library Council Meeting.

9. Senate Report (previously submitted but Jackie Phinney was unable to attend)

Please send any questions or comments to Jackie.

10. Reports to Library Council (previously submitted)

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

Questions or discussion topics from reports:

Report from Sarah Stevenson

It was noted, that one of the Dalhousie Campus Tour Ambassadors for the summer contacted the Killam Library to arrange a tour of the library. They developed a script to use when talking about the libraries to incoming students. It was suggested a copy of the newly developed Tour Guide Script be shared on the Library Council listserv.

11. Announcements

- The Killam Library is now “baby central” with Julie Marcoux, Lindsay McNiff, Brian Lesser, Roger Gillis and Lachlan MacLeod all expecting babies before January 2020. It was noted, there is a draft posting for a Limited Term Learning and Teaching Librarian, pending budget approval for Lindsay while she is on leave. The libraries are also looking at a second limited term position to replace Julie while she is on leave.
- Sarah Stevenson’s portfolio will be changing to AUL, Planning. The name of her monthly reports to Library Council will change to AUL_Planning_Killam in September.

Question: What will happen to the Research portfolio in September?

It was noted, the University Librarian and Erin MacPherson will look after it for now.

12. Any Other Business

Elaine MacInnis attended the Faculty Awards for the Agriculture campus and noted, there are other staff and faculty awards eg. DPMG, DFA. Elaine suggested we have awards for the staff at the Dalhousie Libraries. These would be awards nominated by your peers. If anyone is interested in sitting on the team, let Elaine know.

Senate Representative Report to Library Council

June 2019

This report covers the Dalhousie Senate meeting that took place on June 10th, 2019. It occurred in Theatre A of the Tupper Medical Building, with videoconferencing to Saint John and Truro.

Presentation: Steps to make diversity and inclusion a reality

Keisha Jefferies (Ph.D candidate in Nursing) gave a presentation on the black graduate student experience at Dalhousie. She began her presentation by giving her own individual background and context, which included being told she wasn't eligible for the thesis based masters though she felt she had earned the chance. Keisha noted that other black students face similar circumstances, and access to options including funding can be a large barrier for black students.

Presentation: Senate review of the Faculty of Agriculture

Dr. Bertrum MacDonald and Dr. David Gray began by giving background information on the committee's mandate. They recognized that it was the faculty's first review, and overall it was positive and helpful suggestions were provided. The small campus culture is a significant strength and they recommended that it should be promoted more in the future. Dr. Gray continued to give more information on the faculty, and questions ensued.

Presentation: Fair and equitable hiring at Dalhousie

Presented by Jasmine Walsh and Megan Wagstaff from Human Resources. They began the presentation by describing that the goal is to build institutional capacity of diversity and inclusive hiring. They noted that sixteen units on campus have been engaged in equity diversity and inclusion training, but there is still work to be done. Presenters elaborated on work that's been done, including workforce analysis and regular audits by the Federal government. Some gaps have been closed by 80% or more at Dalhousie between 2015 and 2017. They also noted that the 2015 To 2018 data shows growth in most populations within Dalhousie's workforce.

Committee updates

Senate Academic Programs and Research Committee update: Chair provided an update on an initiative to embed equity diversion and inclusion in the curriculum

Senate Learning and Teaching Committee update: Student code of conduct is still being developed, and committee members have met with stakeholders and scanned other university codes for inspiration. A new syllabus guide will be going out very early this year in time for course outlines. A holistic evaluation of teaching will be coming out of a Senate Learning and Teaching task force this summer.

Senate Planning and Governance Committee update: An academic freedom working group for non-bargaining unit members will be presented to Senate in the Fall. Senate officers and secretary will be holding a retreat in July to plan for the coming year.

Items for approval:

THAT to the extent that it affects matters within the purview of the Senate, Senate approve the proposed revisions to the sexualized violence policy as presented

AND

THAT the senate approve the proposed revisions to the senate discipline committee-jurisdiction and procedures document as presented.

Presenters gave background information on changes, which include language alignment throughout, title changes, process clarification, etc.

Voting currently taking place via electronic ballot, as per Senate's constitution which allows voting of this nature if an item is deemed time sensitive by the Senate Planning and Governance Committee.

Respectfully submitted by Jackie Phinney

June 18th 2019

Highlights for Library Council, May-June 2019

Kellogg Health Sciences Library:

- **YCW Graduate Intern:** Kristy Hancock, our Young Canada Works Graduate Intern has started with us as of June 17th. In addition to reference and research support she will be working on a range of online tutorials (refreshing old and creating new) and she will be doing an environmental scan of access to scholarly content for unaffiliated health practitioners like those working in Ministries of Health, research foundations and private practice. Possible solutions to this information desert will be considered.
- **Conference attendance and presentations:** A number of staff attended and presented at CHLA, WILU and APLA this spring:
 - CHLA: Robin, Jackie
 - <http://hdl.handle.net/10222/75719>
 - <http://hdl.handle.net/10222/75720>
 - WILU: Melissa H
 - <http://hdl.handle.net/10222/75703>
 - APLA: Ann, Shelley, Denise, Melissa R (Presented) Asmeret (Presented)
 - <http://hdl.handle.net/10222/75725>
- **AFMC Network of Libraries Meeting:** Attended on April 29th
- **MHLA Meeting:** The spring meeting of MHLA was hosted at Dalhousie with the AGM in the morning and a series of Lightning Talks in the afternoon for professional development. Robin was presenting on her PhD topic.

Scholarly Communications:

- **DalSpace metrics:** DalSpace item and total metrics are now available thanks to the work of David and Brian. During a maintenance window earlier this month David was able to get the statistics package up and running.
- **ITS Project Website review:** All project websites registered with ITS have been reviewed by the Schol Communications team and have been winnowed down to the few that need closer review. We will be reaching out to individual faculty about these in the coming month. Related to this, ITS has agreed to modify the project account expiry message with our suggestions. As well the messaging on the NetID Application Form will read:
 - * Note that web pages provided through ITS require annual renewal and are not recommended as a long-term content platform. If you are developing research or scholarly content that will require preservation for grant or other purposes, please contact the Dalhousie Libraries to discuss options for archiving and alternate presentation options. digital.initiatives@dal.ca
<https://libraries.dal.ca/research/digital-initiatives.html>
- **New Digital Editions:** Geoff has completed two new books which are now available in the Digital Editions website and in Novanet. Google has indexed both DalSpace and the pressbooks sites.

- The digital edition of Rosalie by Frank Parker Day has been completed and a link is posted on <https://digitaleditions.library.dal.ca/rosalie/> and in DalSpace <https://dalspace.library.dal.ca/handle/10222/75724>.
 - The LAC license came in for the Rosemary Gilliat photos in "Collision in the Arctic". Geoff has made slight modifications to the in-text copyright notice bringing the project to completion. A record is in Novanet https://novanet-primo.hosted.exlibrisgroup.com/primo-explore/fulldisplay?docid=NOVANET_ALEPH005761003&context=L&vid=DAL&search_scope=default_scope&tab=default_tab&lang=en_US and a copy of the book is in DalSpace <http://hdl.handle.net/10222/75341> as well as on our pressbooks digital editions website <https://digitaleditions.library.dal.ca/arctic>
- **OER Survey:** Suzanne Sheffield has been coordinating the development of an OER Survey that will be sent out shortly to all faculty at Dalhousie. The survey will be open for two weeks and it will inform the OER Working Group on the status of OER at Dalhousie and help direct future activities.
 - **Historic Nova Scotia:** Roger is once again spearheading grant applications in support of a digital humanities project, in partnership with many cultural heritage organizations and other academic historians: Historic Nova Scotia. The goal is long term sustainability for the project with sights on a three year funding plan <https://historicnovascotia.ca/>
 - **Advancing Open (CARL-ORWG):** This event took place on May 6-7. Further consultation will take place to try and capture input from groups who were not able to attend. The group plans to have a white paper with executive summary created by the end of the year.
 - **CARL Author Rights Task Group:** Roger is a member of this group and it recently completed its work and launched a new author addendum and guide: <http://www.carl-abrc.ca/news/updated-canadian-author-addendum-and-author-rights-guide/>
 - **Conferences attended and presentations:**
 - Creative Commons Summit: Roger (Presented) <https://dalspace.library.dal.ca/handle/10222/75489>
 - Advancing Open: Ann (Organising Committee)
 - Library Publishing Forum: Ann
 - Bibliometrics and Research Impact Community (BRIC) meeting (Melissa R)
 - **UNIWeb:** Merran Carr-Wiggin Started on May 21 and has been hired for a six month term to assist with UNIWeb implementation. The UNIWeb team has been working largely with FASS in recent weeks primarily on mapping and testing their annual report.

Respectfully submitted,

Ann Barrett

Report to Library Council

Anne Matthewman – June 2019

AUL Learning and Teaching

The team met via Zoom earlier this month. Melissa gave a report on the planning process for the WILU conference in May 2020. The planning team consists of members from Dalhousie, St. Mary's, and Mount St. Vincent Libraries. The team will be looking for volunteers for a variety of tasks at the conference. We are working with Conference Services to set up the operations and accounting for the conference.

The OER working group will be meeting early in July to review the results of the survey sent to Faculty on use of and interest in OER at Dalhousie.

I attended the eLearning Strategy meeting on June 5th. The purpose of the meeting was to review the framework document on Strategic Directions for eLearning at Dalhousie. The document will be shared with a number of committees before it is finalized.

ADAC:

The Council met on May 22nd. I was unable to attend but understand that the discussion was centred on the recommendations regarding the program proposal process.

Dunn Law Library

Along with Linda Clark and Hannah Steeves, I attended the Canadian Association of Law Libraries conference in Edmonton at the end of May. Many of the programs dealt with artificial intelligence in the legal field, with data analytics, and with the TRC recommendations and their effect on law libraries.

We have several Research Assistants based in the Library again this summer. They are working with faculty members on citation and research projects.

Our usual summer shelf-reading and weeding project is being organized and all staff will participate in shelf-reading targeted areas of the collection.

Stephen Murray is in the process of completing an inventory of all the pieces of art in the Law Library. This has been a long-running project commissioned by the Law School Administration. We will also keep a copy of the inventory in the Library. Stephen also put together a display for Pride Month based on the Civil Marriage Act.

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

June 2019

Library Services

Assessment – Data analysis continues for a number of assessment projects, including the InSync survey, the Indigenous SIFT, the Killam Questionnaires and the Killam Touchstone Tours.

Copyright – A Copyright Advisory Committee meeting was held on June 3rd. Agenda items included a discussion of ways to protect faculty copyright in the classroom and author addendums. We also had a discussion on Open Data and Open Access. Incidentally, the INDU report on Copyright was released that same day. The recommendations coming out of the report are very positive with respect to fair dealing in education. Lachlan travelled to Saint John with Julie on June 17 and 18 and delivered a workshop on Copyright for DMNB.

Document Delivery – The CAUL DDG Annual Meeting was held at Dalhousie on May 30, followed by the Relais Users Group meeting on May 31st. One of the key policy discussions taking place surround the fees associated with supplying articles. Stay tuned for further information on the outcome. We took the opportunity to meet with Relais staff to discuss a long-term issue with our Relais installation. Thanks to the efforts of Joe, Marlyn, Brian Lesser and John Miffen they believe they've finally find the source of the problem and are working on the solution.

GIS & Data Services – I neglected to mention in my May report that Gwen, Julie, Choi and Lachlan all attended the DLI Atlantic Training Workshop, held at MSVU May 8-9. Julie also travelled to DMNB in Saint John earlier this week to deliver workshops on Excel in response to a demand highlighted by Jackie.

Indigenous Services – Morning Star has been working with Linda and Marlo on the analysis of the Indigenous SIFT as well as working with our Resources team in discussions about Indigenous Subject headings. She and Michelle P. are working to ensure Dalhousie is represented on the new Novanet Indigenous Subject Heading Working Group. Morning Star also met with Marlo and Michelle P. to discuss ideas for the National Indigenous Peoples Day (June 21) displays. We will be working on the formation of an Indigenous Advisory Committee to the UL that will work on a strategy for indigenous services for the Dal Libraries.

Leganto – I worked with Bill Slauenwhite to arrange a demonstration of the Leganto Course Resource Management tool from Ex Libris during the APLA conference. This is a product that will work with Alma after we implement in 2022 and we have been exploring tools like this to assist with tracking copyright clearance related to reserves. The presentation was well

attended and very informative. This product does not come with our migration to Alma. It would be at an additional cost.

LibCal Appointments – The LibCal implementation team met earlier this week, to work through the various implementation points for the appointment scheduler. A recent change in the configuration affects the syncing with Outlook so we will need to make a change to how we are doing this. Brian Lesser has joined the team and is assisting with the facilitation of this component. It is still our goal to implement this by the fall.

LIPCC – The interns had a chance to meet with members of SLT the week after the last Library Council. There was an opportunity to mingle and then a roundtable facilitated by Sarah Jane, where the interns and SLT members all got to share their thoughts on “If you could have one super power what would it be and why?” It was a fun discussion.

MacRae Library

Community Day – The Agricultural Campus’ annual Community Day is being held on Thursday, July 18th. An invitation will be going out to Dal Libraries staff on Thursday with details on how you can attend and arrange for transportation.

LibCal Spaces – Daryl has completed the configuration of the LibCal Spaces module for the MacRae Library bookable meeting and event rooms. We are in a soft launch phase and welcome everyone’s feedback. The new system will give users greater control over their bookings and provide us with the necessary details to accommodate their needs. There is a staff interface with greater flexibility for bookings and access to built-in statistical reports. When fully implemented in the fall we will provide a link to the tool from our website. In the interim, please follow this link to access the tool: [Dal MacRae LibCal booking system](#).

Other Notes:

- **Canadian Reconciliation Barometer Project** - Working with Morning Star, Kara Paul, Marlo, Donna and Art Stevens, we made the local arrangements for a research team from University of Manitoba that are working on the Canadian Reconciliation Barometer Project. A focus group of non-indigenous participants was held in Halifax on June 11th and a focus group of indigenous participants was held in the Indigenous Community Room at the MacRae on June 12th. I personally participated in the focus group in Halifax. Our collaboration on this event came out of our partnership with the NCTR.
- I attended Atlantic AUL Day & APLA in St. John’s, NL from June 4 – 8. Dal Libraries were very well represented at APLA in both numbers as well as participation in presentations.
- I was designated as Acting University Librarian for the period June 10 – 30th. Michelle Paon will take over the role from July 1 – 12.

University of King's College

Library Council report

June 17, 2019

Library

The Library has been relatively quiet this month, allowing Facilities staff and contractors to complete several repairs without disturbing many patrons. Access to the lower floor is restricted at times, but the Library has not needed to close.

Library staff members are taking vacation this month, so ILL services are limited.

Applications for the Library Assistant position are being reviewed and interviews will be held in early July.

A visiting scholar spent three days examining the Library's medieval manuscripts.

Archives

A student has been hired to work 30 hours per week as an Archives Assistant for the summer, doing research and helping prepare exhibits for the McCain Gallery display cases on the lower floor, which have been emptied for the installation of new LED lighting.

University

King's Athletics Director Neil Hooper was named Athletic Director of the Year by the Canadian Collegiate Athletic Association (CCAA) at the 2019 CCAA Hall of Fame Banquet in Calgary on June 11.

King's President and Vice-Chancellor, Professor William Lahey, has been appointed Chair of the Council of Nova Scotia University Presidents (CONSUP). Prof. Lahey follows Dr. Kent MacDonald, President, St. Francis Xavier University, Antigonish, NS.

- Janet Hathaway

Report to Library Council
Janice Slauenwhite
Manager, Financial & Physical Resources
June 2019

Financial

- Began preliminary work on 2019-20 budget

Facilities

- Met with Facilities and Archives staff to discuss schedule for installation of compact shelving
- Organized disposal of surplus metal shelving in basement storage
- Participated in debrief meeting regarding the Barley Café – MacRae Learning Commons
- Met with staff in Archives & Special Collections to discuss furniture options for reading room

Other

- Visited Dal Art Gallery (with Donna and Marlo) to choose some additional artwork for the Killam building
- Attended Michelle Paon's presentation for the AUL & Head of Sexton position
- Attended the CHEB Hanson Foundation plaque unveiling
- Attended Dal staff milestone reception

ATS Report – June 2019

- Jessica Irving has joined our team as our Systems Developer.
- Have been working with Relais and our Document Delivery team to address ongoing technical issues. We've isolated the problem and are now working on a solution.
- We are trialing new systems to replace our existing backup solution.
- There is ongoing work on the Archivemata installation
- The classroom technologies renewal RFP has been awarded to Backman Vidcom. We've had a kickoff meeting and are now working to fix wiring issues before the work begins.

Marc Comeau

Director, Academic Technology Services

Report to Library Council from Marlo MacKay, Communications Coordinator
May 17–June 20, 2019

- Attended two Senior Leadership Team meetings.
- Met the MLIS interns for icebreaker activities with the Senior Leadership Team.
- Planning and set-up for the annual staff BBQ.
- Attended one of the Provost's staff engagement sessions.
- Attended the Provost's planning session/year-end retreat.
- Along with Sandy Dwyer, met with a rep from the Sustainability Office about Bike Week promotions.
- Attended a Dal Libraries Health and Wellness Committee meeting.
- Worked on/assisted with announcements re: RefWorks, LexisNexis, Archives renovations, SciVal for admin, new staff, interns, etc.
- Met with Sarah Davis to work on ATS communications pieces.
- Wrapped up work term with NSCC intern Morgan Fleet.
- Along with Sarah Stevenson, met with student tour guides to review content of Killam tour as part of larger campus tours.
- Met with Dalhousie's United Way Steering Committee and revised the communications plan for the 2019/20 United Way campaign.
- Attended a PD session organized by Dal's Communications & Marketing Department: Reputation Research Workshop.
- Attended the Dalhousie Professional Managerial Group conference.
- Along with Lindsay McNiff, co-chair of Dal Libraries Literary Committee, met with the Executive Director of the Writers' Federation of Nova Scotia to plan two fall literary events. (Reading on Sept. 5 with Lisa Moore at the Central Library, ghost story telling event on Oct. 24 with professional storytellers Cindy Campbell-Stone, Steve Vernon and Liz Newkirk in the Victorian Lounge, Sherriff Hall.)
- Along with Michelle McDonald, consulted with Morning Star Padilla on behalf of the Diversity & Inclusion Committee to develop content for the National Indigenous Peoples Day displays in the Dal Libraries
- Met with the Blind Date with a Book team to discuss Feb 2020 event.

Michael Moosberger

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

20 February – 20 June 2019

AUL Archives, Special Collections and Records Management

- Hired Lydia Hunsberger to undertake the digitization of the Thomas Raddall diaries which are coming out of restriction and the Raddall Photographic Scrapbooks. The diaries and scrapbooks have been completed with the early diaries already linked as digital objects to their descriptions in AtoM. Lydia is now digitizing Raddall's unpublished manuscripts and then will move on Raddall's correspondence. Once digitized all of this material will be lined in AtoM and appear as a collection in the Archives and Special Collections sub-community of DalSpace.
- Worked with Geoff Brown in reaching out to LAC to secure the copyright for Rosemary Gilliat photos included in the Barbara Hinds e-book, *Collision in the Arctic*.
- Continued the planning of the renovations to the Archives and Special Collections Reading Room and the installation of mobile shelving in the Archives storage area. The work has now begun with about half the Archives' holdings being packed and moved to off-site this week and the tear down of the static shelving units starting next week. The Reading Room has been painted and we are waiting for the new carpeting to arrive before the new furniture is selected and put in place. The two antique Morse board tables are being restored along with six wooden chairs and will provide the Reading Room and the Archives with a nice mix of antique and modern furnishings.
- Attended SLT and Heads meetings as well as my monthly meeting with Donna.
- Continued to participate on conference calls for the DPWG and the NHDS.
- The Libraries working group considering the issue of digital records storage for the records created by the Libraries and librarians across the system continued to meet. The report that will provide guidance to the Libraries on where staff should best store specific types of records to ensure both security and accessibility is being drafted by Courtney and myself and should be completed by the end of the summer.
- Responded to the University Secretariat's request to delay the proposed digitization of the Board of Governors and Senate minutes until the summer of 2020.
- Responded to a number of research and operational related enquiries from Legal Counsel, Advancement, Facilities Management, the producers of The Curse of Oak Island, the Ecology Action Centre, Keith's Brewery and the IWK Health Centre.
- Attended the MER (Managing Electronic Records) Conference in Chicago, 18-22 May.
- Met with Roger to discuss his Cultural Innovation Fund project and the feasibility of matching support for another CIF grant application for the next stage of the project.
- Attended the *GLAMorous side of Cultural Diplomacy* event and the LAC/University Partners event in Ottawa on 12-13 March.
- Met with Geoff Brown to discuss potential new e-book projects including the publication of the Raddall diaries.

University Archivist

- Prepared the agenda and planning for the URC meeting which took place on 24 May 2019.
- Responded to a number of enquiries related to the donation of Dalhousie related archival material and historical questions about the University.
- Continued to correspond with Professor Marlene Goldman from the Department of English, University of Toronto for a license to adapt Thomas Raddall's story "The Wedding Gift" into a short film. The revised license agreement was signed and Professor Goldman will be in Nova Scotia this summer to scout locations for filming.
- Continued to meet with Courtney to discuss a number of records management related issues including the plan to deal with the legacy administrative paper records that are scattered across the University, the appraisal criteria for university records identified by DalCLASS; and the best place for faculties to house and manage faculty course syllabi.
- Neil Rogers, a NSCC Library Technician student completed his work practicum in the Archives.
- Continued discussions with individuals in Montreal on the proposed gifting of the papers of recently deceased black writer Frederick Ward, who received an honorary degree from Dalhousie in 1992. This acquisition has now been delayed as relatives of Ward in Kansas City have inserted themselves into the negotiations.
- Prepared the job advertisement for the Archives Summer Intern posting and hired Mitchell Jabalee for the position.
- Held several lengthy discussions with Christine Lovelace, Archivist at UNB regarding archives and records management planning and growth projections and their impact on space, staffing and resources.
- Held a number of meetings and providing ongoing consultations with Jacquie Gahagan and the LGBTQ community in establishing an LGBTQ Seniors Archive as part of the Dal Archives' holdings. Prepared and made a presentation to the Group's Advisory Committee on what this process would involve and what they needed to do as a community to prepare. Also provided the Group with template documents to be used in the development process.
- Was interviewed via teleconference by Carman Carroll, a consultant hired by Memorial University to examine the feasibility of establishing a formal University Archives at MUN.
- Worked with Lori Ward in Advancement in getting the audio recordings of singer Lillian Piercey digitized so they could be listened to her prior to her death.
- Prepared and sent e-mails to all current faculty chosen as part of the Dal Originals to see if they had and were interested in donating any of their records to the University Archives. WE received a number of responses but have had only one face to face meeting at this time.
- Reviewed the University Records Manager's position for reclassification and met with HR as part of the review process.

- Completed and was successful in receiving a Provincial Archival Development Program grant of \$15,000 from the NS Government to process the backlog of small fonds in the Archives and add the descriptions of these fonds into AtoM and Memory NS.
- Completed a lengthy survey developed by Cheryl Avery, Archivist at the University of Saskatchewan on the relationship between University Archives and University Libraries, when the Archives is part of the Library system.
- Completed a survey created by the AtoM Foundation related to identifying the future software development needs of AtoM.
- Responded to a number of enquiries related to the donation of private and university-related archival material to the Archives. These included:
 - o The records of the Atlantic Book Publishers Association
 - o The Russell Family papers – Dal Alumni
 - o The Papers of Paul Pross – co-founder of the School of Public Administration
 - o The records of the Nova Scotia Mass Choir
 - o Richard Oland – Oland Family papers
 - o President’s Office – Re: the status of the retired Mace
 - o Additional accrual of material from the Dal Art Gallery

Report to Library Council

June 20, 2019

Submitted by Michelle Paon, AUL Resources & Head of Sexton Library

Associate University Librarian Resources

- After more than thirty-eight years with the Dalhousie Libraries, our valued Resources team member Karen Chandler will retire on July 3rd. Please join me in extending our best wishes to Karen as she embarks on this new adventure!
- Discussions and planning are ongoing with regard to the upcoming transitions in Resources that will result from the retirements of two Resources Managers and Heather MacFadyen's upcoming leave. In the next few days, I will provide an update to the Resources team and to Library Council.
- The Scholarly Resources Management Group's revised Terms of Reference were approved by Library Council on May 16, 2019 and have been posted to the NAS (O:\Libraries - Committees\Scholarly Resources Management Group\Terms).
- Met with Resources Management team to discuss Resources-related objectives in Libraries' strategic plan.
- Met with Shelley McKibbin, Chair of Web Advisory Committee, to discuss Dal Libraries website-related objectives in the Libraries' strategic plan.
- On behalf of Morning Star Padilla, I visited the home of retired Dalhousie faculty member Dr. Fay Cohen to pack a donation of books on Indigenous topics.
- I shared lists of Indigenous Studies book titles that I ordered in past years with UPEI colleague Melissa Belvadi.
- We have been notified that the Lexis/Nexis Academic database platform has been upgraded and changed and will be known as Nexis-Uni. The official platform transition of this news and law information product will occur on July 31st. On May 28th Heather MacFadyen circulated to Library Council information about the upgrade, including a tip sheet and FAQs.
- The Dal Libraries contributed to making the following International Ocean Institute publication available as an open access title. The link is now available in Novanet / Primo:
[The Future of Ocean Governance and Capacity Development: Essays in Honour of Elisabeth Mann Borgese \(1918-2002\). 2018. Leiden, The Netherlands: Brill | Nijhoff. doi: https://doi.org/10.1163/9789004380271](https://doi.org/10.1163/9789004380271)
In addition, print copies of the book are available at the Law Library and in the Dal Archives.

Head - Sexton Library

- With the assistance of the Resources team, Allie, Sarah Jane, Janice, and Donna, I completed and submitted a Dal Libraries summary document for the Faculty of Engineering Accreditation.
- Attended two convocations for Engineering, the convocation for Architecture & Planning, and two convocation tea and award ceremonies for the latter.
- Attended the Sexton campus announcement of the DFO Multi-Partner Research Initiative related to Canada's Ocean Protection Plan.
- Sexton Library staff had the pleasure of treating Carolyn Liggins to a retirement lunch on June 3rd.
- Sarah Davis prepared a display to commemorate the life and accomplishments of renowned architect I. M. Pei, who passed away recently at the age of 102. Pei designed the Louvre Museum's glass pyramid entrance as well as the Rock and Roll Hall of Fame. Sarah also prepared a display for Oceans Day!
- Attended Imhotep's Legacy Academy Year-end Ceremony with guest speaker Dr. K. Renee Horton, NASA engineer.



I attended the following meetings or sessions:

- Senior Leadership Team (2)
- Coffee Meet 'n Greet with Interns
- Library Council
- Library Heads
- Provost's Retreat (May 22nd)
- Update meeting with University Librarian
- Resources Managers meeting
- Update meeting with AUL Services
- Update with Assessment Coordinator
- Dal Libraries' Staff BBQ
- Faculty Council – Engineering

Oceanography Liaison:

- provided orientation session to ten attendees of the International Ocean Institute training program
- provided Oceanography subject training to Killam interns
- attended Faculty of Science Oceanography convocation.
- with assistance of Carol Richardson & Marlo MacKay, prepared Killam book display for Oceans Week.

Decolonization: Attended talk by Inuk sculptor Billy Gauthier at Rooms Art Gallery in St. John's, NL.

Professional development

- APLA Conference, St. John's, NL - June 6-7, 2019: I attended sessions related to Leganto (Reserves tool); hidden cost of gifts and donations; sources for thesis content; update on Library & Archives Canada initiatives; research data management in Atlantic Canada; and equity, diversity and inclusion in libraries.
- Associate University Librarians meeting in St. John's, NL with attendees from MUN, Dal and UNB.

Vacation: 7 days

Committees: As requested at May Library Council, I have listed below the committees on which I serve/attend:

AUL Resources

Dal Libraries Scholarly Resources Management Group (Chair)
 Disaster Management Plan team (Co-chaired with Elaine MacInnis)
 Resources Management team
 Web Advisory Committee
 Dal Libraries Discovery team
 Preservation Committee
 Faculty Council, Faculty of Graduate Studies (will attend in Heather's absence)
 Faculty of Graduate Studies - Academic Programs and Curriculum Committee (will attend in Heather's absence)
 Novanet Discovery Operations Group (DOG)
 CAUL Collections Committee (Kirsten is official Dal rep, but I'm also on committee)
 Ad Hoc Modifying Acquisition Practices Discussion Group (cross-Canada group)

Head, Sexton Library

Library Council
 Senior Leadership Team
 Library Heads team
 Sexton Library team (staff meetings)
 Sexton Library Space Assessment team
 Sexton rep, Bibliographic Management Review team
 Faculty Council, Engineering
 Faculty Council, Architecture & Planning
 Nova Scotian Institute of Science Executive Council (NSIS Librarian - liaison between Dal Libraries and NSIS)

Report to Library Council

Sandy Dwyer

Director, Libraries HR & Access Services

June 2019

The Help Desk Technician T7 posting closed on April 15, 2019. The search committee members are Mick Bottom, Norbert Addo and Sandy Dwyer. Interviews for this position are taking place between June 17th and June 24th.

Jessica Irving was the successful candidate for the System Developer (SIT2) position. She began in her new role on June 3, 2019. As a developer, Jessica will be responsible for designing, building, implementing, and customizing the Library and Academic Technology applications supported by the Dalhousie Libraries. Jessica may be a familiar face to some of you as she did a co-op as a junior developer under Margaret in 2017. To learn more about Jessica, her profile is now live on the blog: <https://blogs.dal.ca/libraries/2019/06/welcome-jessica-irving-systems-developer/>

The posting to backfill an Instructional Support Technician (SIT1) position closed on June 6, 2019. Mick Bottom, Michelle McDonald and Sandy Dwyer are the members of the search committee. We are in the process of reviewing resumes and setting up interviews.

Congratulations to Michelle Paon on her appointment as AUL Resources and Head of Sexton. Michelle will begin her five year term on July 1, 2019.

We had one internal candidate for the Document Delivery Assistant C5 competition that closed on June 5, 2019. Johnelle Sciocchetti has accepted a lateral transfer to this position on a permanent full-time basis effective July 1, 2019.

The W. K. Kellogg Health Sciences Library has hired Kristy Hancock, one of our recent intern graduates, through the Young Canada Works Program. Kristy will begin her full-time 26 week term with us on June 17, 2019.

We are hiring two Archives Assistants to fill two temporary five month full-time positions. The successful candidates will assist in a major archival description project designed to provide greater intellectual control over and user access to textual records from the private records holdings of the Dalhousie University Archives. These positions will be posted in July.

Library Council Report: 20 June 2019

AUL Planning | Head of Killam: Sarah Stevenson

AUL Research/Planning

Research: Erin MacPherson, Angela Hersey and I met with the information security specialists from ITS to get their advice on secure storage options at Dalhousie.

Working with Meghan Bailey (Marine Management) to incorporate Research Data Management orientation and an RDM assignment into her graduate research methods class for Fall 2019.

Attended DataCite Canada information session webinar on June 17. There are changes to the DataCite service model which means that NRC will no longer be providing the free service we have recently enjoyed. DataCite is working with CRKN on a possible consortial arrangement.

Planning: As everyone will have seen from the announcement on June 18th, my role is changing from Research Services to Planning. This is filling a need for the Libraries with several major projects coming up and a match for my skills. This role is not unprecedented in Canadian libraries. Concordia University has an AUL Planning and Community Relations, and the University of Ottawa has recently advertised for an AUL Strategy and Planning. In the region, one of the MUN AULs is performing many of these functions as part of her role. Over the next three years, my major projects include preparing for the Aleph to Alma migration, preparing for the NS Accessibility 2030 legislation, assisting with the next Strategic Plan, space planning and off-site storage, and the Senate-mandated external review.

Head of Killam

Marlo and I met with Student ambassadors (tour guides) from the Registrar's office to give them a tour of the Killam and work out a tour script for the ambassadors to use. The script/notes were finalized and sent back to the ambassador team this week.

Killam intern & Access services subject orientations for chemistry, physics, math, earth & environmental sciences (with Kirsten Huhn), languages (with Morning Star Padilla).

Donation offerings/materials: Sheila Piercy selections are now complete (with Creighton Barrett); List #7 from Dr Jock Murray is almost complete; turned down two other donation offers (unsuitable for our collection)

Space planning – Music & Film area (G85 & G70). Creighton Barret and Karen Smith have submitted a proposal for rearrangement of the collection to address problems with housing of specific materials.

Personnel: SLT and the Heads have been discussing the upcoming librarian leaves and resulting workload arrangements. These arrangements are not yet finalized.

Selected meetings & events:

AUL Candidate presentation May 23

End of term staff event – May 30

Atlantic AUL Day – June 5 at MUN

Monthly CAUL-DPSC meeting – June 6th (last meeting with this group)

APLA conference – June 6-8

Attended Open Refine workshop (Research Bootcamp) - June 12

Faculty of Science Council meeting – June 13

Respectfully submitted,

Sarah Stevenson