

Libraries Council Meeting
Minutes
February 25, 2021
1000-1155 hrs
Microsoft Teams

Present: Sarah Stevenson (Chair), Leah Unicomb (Secretary), Carol Richardson (Recording Secretary), Allison Fulford, Amanda Sparks, Ann Barrett, Anne Matthewman, Courtney Bayne, Creighton Barrett, David Michels, Deborah Hemming, Donna Bourne-Tyson, Elaine MacInnis, Erin MacPherson, Gail Fraser, Geoff Brown, Hannah Steeves, Heather MacFadyen, Jackie Phinney, James Boxall, Jan Pelley, Janet Hathaway, Janice Slauenwhite, Jason Flynn, Joe Wickens, Joyline Makani, Julie Marcoux, Karen Smith, Kirsten Huhn, Lachlan MacLeod, Linda Bedwell, Linda Clark, Louise Gillis, Marc Comeau, Mark Lewis, Melissa Helwig, Melissa Rothfus, Michael Moosberger, Michelle Paon, Roger Gillis, Sai Chua, Samantha Adema, Sandy Dwyer, Sarah Jane Dooley, Shelley McKibbon

Guests: Anette Petersen, Cassandra Larose, Josh Leon

Regrets: Gwen MacNairn, Lindsay McNiff, Marlo MacKay, Robin Parker

Absent: Dominic Silvio, Mick Bottom

1. Territorial Acknowledgement

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

2. Adoption of Agenda

The Agenda was adopted with the Digital Strategy presentation moving after item number seven "Open Access Committee".

Motion: To approve the Agenda as amended.

L. Clark

3. Approval of the Minutes (from January 28, 2021)

File in Brightspace [January 28 2021] 20210128_LC_MIN_DRAFT

Motion: To approve the Minutes from the January 28, 2021 meeting.

SJ. Dooley / L. Gillis

Carried

4. Business Arising (from the Minutes)

No business Arising

5. Preservation Committee Terms of Reference

The Terms of Reference for the Preservation Committee had minor revisions. The modifications were mainly name changes and attention to the wording of the policy. A revision was made to the way the

group handles the secretary position. The position will be rotated amongst the Committee members and this is reflected in the Terms of Reference.

Motion: To approve the Preservation Committee Terms of Reference.

C. Barrett / H. MacFadyen

Carried

6. Open Access Committee

The Open Access (OA) Committee is a campus wide committee with Executive sponsorship from the Vice-President Research & Innovation, not just a library committee and will be an Adhoc Committee or Working Group. The Terms of Reference can be found in Brightspace ([February 2021] Open Access Committee Terms of Reference-Draft). The group will be meeting for about 6 months with the primary goal of creating a campus open access strategy or policy similar to other universities (this will be determined at the first meeting along with discussing the draft of the Terms of Reference). The Dean of Libraries will Chair this group.

The members so far are:

Alice Aiken, Ann Barrett, Christ Cutler, Donna Bourne-Tyson, Elaine MacInnis, Hannah Steeves, Lucy Guibault, Mark Lewis, Melissa Rothfus, Philippe Mongeon, Robert Beiko, Sara Seck, Tina Shannon, Dominika Wranik.

Discussion:

- *Having this as a working group of Library Council makes more sense and our Terms of Reference allows us to make working groups.*

There is no reason why we couldn't have a Library Council Committee on open access as well, but over the years, it has been mentioned that it is strategically better if it isn't led by the libraries or only involving the Libraries. Open access affects all of us but researchers are affected in particular for a number of reasons. We could have a library based open access policy as well, because it affects a lot of core work and librarian roles but a University-wide policy is more effective. We would want faculty members involved to help to push it forward because it would need to be approved by Senate.

- *How would such a policy be enforced? There would be conflicts with academic freedom/collective agreement. Moreover, research demonstrates that open access mandates are poorly enforced/not followed.*

There could be potential conflict with academic freedom with the strictest form of an open access policy that says you have to deposit in a repository or publish in an open access journal. Only a few institutions have passed that type of policy and it's not enforceable. Most policies only request that researchers consider depositing in an OA IR, or publishing in an OA publication (or both).

- *Is Dr. Aiken opposed to this being an adhoc committee of Library Council? Reports from the adhoc committee could still go to senate?*

No, this issue affects all faculties not just the libraries. It's like copyright, the libraries are the designated unit for copyright but it concerns the entire community.

- *What is the connection to the Bookstore.*

The bookstore reps are also on the Copyright Advisory Committee and interested in open educational resources. They are very supportive of open access in spite of the fact it works against their business model. They want to be kept informed.

- *As the process moves along, having collegial involvement and having Library Council be engaged in this process from the Libraries perspective. Ownership means there has to be engagement right from the beginning.*

Anyone who would like to join this team, please contact the Chair.

This topic will be brought back at a future meeting for more discussion.

7. Digital Strategy Presentation

The Digital Strategy Presentation, a second draft, was given by Donna Bourne-Tyson, Josh Leon, Cassandra Larose. The Team also includes Susan Spence and Anette Petersen. A Slido exercise on the five Strategic Pillars and associated goals was given during the presentation to get feedback from Council members.

A final draft presentation will take place in about 6 weeks. If you have any more comments or questions, please direct them to a member of the Digital Strategy Team.

8. Highlights from the Senate Report

The Senate Report is available on Brightspace [February 2021] 20210225_LC_RPT_SEN.

9. SLT reports to Library Council

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

Question(s)

- *Is there a Library Return to Campus Committee? If someone wanted to return to work for more than a day a week, who determines that? How does it work at the library level?*
The Libraries have to file a plan with the Return to Campus Committee (RTC). The Senior Leadership Team members, particularly Janice, Elaine, Donna, Sandy and sometimes another Associate Dean consider the requests, keeping the 25% capacity in mind (this would include library staff, students, faculty, other building tenants etc.). The Libraries can make recommendations at the library level but the final approval comes from the RTC Committee. It was noted, it is interpreted as 25% of the entire campus in Truro but not on the Halifax campus and each Dean is supposed to be responsible for their RTC plans and maintaining the levels in their spaces.
- *What is the plan going forward considering the libraries are already open and on the front lines, allowing people in from off campus, where most faculty are not allowed in their offices. Is there going to be a structure staff can interact with and get their questions answered with reopening through the spring and summer.*
The libraries have developed a plan over many months taking direction from the RTC Committee as well as using the guidelines set out by the Nova Scotia Department of Health. There is no separate RTC Committee at the library level, this work is done by SLT, but the Libraries do consult with the University-wide RTC Committee. The Service Enhancement & Evaluation Team (SEET) was created to try and return services to pre-pandemic levels within the current restrictions. There will not be any change to anything we are doing for several weeks or even months. It was noted, if staff are thriving from home, do they stay at home? This is something that will be discussed with the Senior Leadership Team in consultation from other groups. We take our direction from the University-wide RTC Committee and we have to have their approval before we can move forward. It was noted, every unit should be thinking about returning to normal as quickly as possible.
- *Information drops at the Monday Library Town Halls and it is hard to cope.*
The goal is to share information as it becomes available. Updates shared at Town Halls are followed up by staff email.

We are waiting for Human Resources recommendations for a hybrid return to campus model. We recognize some people want to work from home and others want to be back in the buildings. Please talk to your Associate Dean or Head and make them aware of any concerns you have. It was noted, we need to provide adequate time to transition staff slowly back to the buildings. We want to start the planning as soon as possible and give notice to staff about the return to campus plans.

There have been some communication challenges with not all being able to attend the Library Town Halls. Members would like to see the weekly emails return from the Dean of Libraries so it was agreed to bring these emails back as time permits.

10. Round Table – Amanda Sparks, Hannah Steeves, James Boxall, Jan Pelley, Leah Unicomb, Mark Lewis, Sam Adema

In the absence of time, Information that normally would be shared during the meeting will be sent via the Library Council listserv.

11. Adjournment

Motion: To adjourn the Library Council meeting.
SJ. Dooley

Next Meeting: Thursday March 25, 2021 1000-1200 hrs on Microsoft Teams

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

Kellogg Health Sciences Library:

- **Intern interviews:** Kellogg is considering hiring one new SIM intern this spring and interviews will commence soon.
- **Retirement:** Ann Barrett will be retiring as Head of the Kellogg and AUL Associate Dean Scholarly Communications as of the end of June 2021.
- **MLA Webinar: Expand Your Research Impact Services.** The webinar was recorded and can be viewed using the Kellogg MLA username and password. This webinar looks at the roles librarians can play in performing research impact services, the knowledge and skills necessary for each role, the potential pitfalls of performing services in each role, and identify potential collaborators who could help them fill each role. Contact Ann for details.

Scholarly Communications:

- **OA Committee:** A new Open Access Committee has been struck and it will consider OA strategies for the university as well as priorities and advocacy issues related to open access principles. The committee may also recommend courses of action, endorsements, or areas for further review. The Committee reports to the Vice-President, Research and Innovation and liaises with other academic committees. Membership is made up of interested faculty, librarians, and staff members from across campus. The initial meeting will be held early in March.
- **Open Education Week March 1-5, 2021:** A blog post will profile the new OER grants offered by the Dalhousie Libraries and CLT, as well as the new [AtlanticOER](#) site and its' grant options.
- **PID Webinars from ORCID-CA:** Registration is now open for [The Who, What, and Where of Persistent Identifiers: A six-part webinar series devoted to all things PID!](#) Starting the first week of March, and running every two weeks until mid-May, this series will provide a comprehensive look at persistent identifiers (PIDs) in Canada.
- **Meeting with new SciVal representative:** Jennifer Morawiecki (Chief of Staff, Office of the VP Research & Innovation) Melissa and I met with the new Scival representative Kyle Demes. Jennifer was very interested in his offer to do training on [how to map internal collaborations using SciVal](#). He also offered to help us do a clean-up of the Dalhousie Affiliation Profile in Scopus.
- **Scopus Certification Course:** This free six-week online training program covers six modules: Topical Search, Author Identity, Metrics, Scopus APIs, Institutional Insights and User Outreach. Register directly using [this form](#).
 - March 15 - April 26, 2021
 - May 10 - June 21, 2021
 - Oct 4 - Nov 15, 2021

- **Research Commons Initiative:** A follow-up meeting was held with Andrea McKay from the Web Renewal Team after last Library Council. The web renewal timeline is longer than ours, so we will continue as planned and Marlo has sufficient permissions to create a new web page on our behalf. We will stay in close contact with the web renewal initiative. The RC initiative was presented to DRAC and they had very positive comments.
- **Scholarship @Dal Series: CORRECTIONS from those listed in my previous report to LC:**
 - Introduction to RDM: First Step to avoid a data nightmare (Feb. 25, Erin & Louise)
 - Help! I need a Data Management Plan! Get started using the DMP Assistant and More! (March 4, Erin & Louise)
 - More Data, More Problems: Ethical Considerations for Human Data (March 11, Hannah & Melissa H)
 - Secondary data speed dating: discovering and using secondary data in your research (March 18, overlapping with Julie & Gwen's Data Discovery Series)
 - Publishers, Funders, and Data Storage (March 26, Lachlan & Melissa R)

When not presenting, Louise, Lachlan, Melissa H and Melissa R will take turns as Moderator.
- **Dal GradPD:** The Faculty of Graduate Studies has launched a new professional development program built to meet the needs of graduate students and postdoctoral fellows. Called [Dal GradPD](#), the new program is a one-stop-shop for workshops and events provided by partners across the university. In case you missed it here was a recent article in [Dal News](#).
- **UNIWeb Activities:**
 - Testing enhancement in the Course Codes section which displays an auto-populate list of Dalhousie Course Codes and Course Tiles
 - Training session on Custom Metrics is coming up for UNIWeb Administrators on February 24th. The presentation was designed by Carlye Stein and Melissa Rothfus.
 - Met with Queena Smith to discuss UNIWeb needs for Agriculture
 - Meeting coming up with Mike Smit to discuss some of his ideas and concerns.

Respectfully submitted,
Ann Barrett

Report to Library Council
Anne Matthewman –February 2021

AD Learning and Teaching

ADAC

ADAC met on February 3rd and will be meeting again on the 24th. I was not able to report on any library related news as the meeting ran out of time before that agenda item. There were two major topics and presentations on the 3rd. The first was a presentation on Process Improvement. The University is identifying processes in all departments which need streamlining and is looking at changing the way the work is done. They are following the principles of Lean Six Sigma which involve analyzing risk in processes and then changing the process to eliminate the risk. Changes in Banner or with the P-Card are examples of process improvement.

The second presentation was on Academic Integrity trends and working towards a process which is fair. There have been many instances of alleged breaches of academic integrity since teaching has moved online. The whole process needs to be speeded up to relieve stress on all involved.

Agenda items for the 24th include: the revised Syllabus policy, information about the Covid app, the ad hoc open access committee and tuition for students formerly in care. There will also be the regular key unit updates.

Dal Accessibility – Education (Teaching and Learning)

This group met on February 11th. Marc Comeau and Angela Siegel were the guests. They discussed assistive technologies to level the field for all students such as captioning services and particularly the human captioning service being offered by ATS. They also discussed some of the findings of the study group on the Future of Teaching and Learning. Financial support from administration is essential to support any plans for making teaching and learning accessible to all students.

The launch of AtlanticOER was held on the 9th of February. This CAUL platform (Pressbooks) will be a site for OER textbooks throughout Atlantic Canada. CAUL is offering grants to authors to produce OERs.

I also attended a Risk Management meeting with Jonathan Nicholls of Dal's Internal Audit Services. He led us through the process of preparing for and managing risk. We discussed potential risks in the Libraries and how to think about solving them.

Team

Deborah Hemmings hosted a remote teaching roundtable for librarians on February 10th.

I met with Melissa Helwig to discuss further planning for the WILU conference to be held online in May, 2021.

Dunn Law Library

We received a number of applications for the Evening Circulation Supervisor position. The search committee is currently reviewing the applications. Our temporary staff member will continue until the position is filled and the successful candidate is in place.

Our staff members are busy working both from home and on rotation in the library. In person use of the library is steady. In addition to accessing reference services online, students are now requesting one-on-one meetings with reference staff to discuss research topics for papers which are rapidly becoming due. The Law School is hiring a limited term faculty position in Law & Technology. We recently attended job talks by potential candidates.

I am a member of two scholarship and awards committees within the Canadian Association of Law Libraries. On one of these committees, we are currently looking at publications nominated for the Hugh Lawford Award for Excellence in Legal Publications. The other committee gives awards, grants and scholarships to members and is currently assessing applications.

I am also the Financial Officer for LLMC Digital which is a non-profit organization which digitizes legal materials, mostly but not exclusively, primary government materials. It held a virtual board meeting last week.

Library Council Update – Dean of Libraries Selected February 2021 Highlights

Within Dalhousie

- The University's Digital Strategy (mentioned in earlier reports) will be presented at February's Library Council for consultation and I'm pleased to report that we're still on schedule and receiving tremendous feedback from people across Dal. We have spent more than 50 hours in consultation sessions, revising the strategy as we go. Thanks to Cassandra Larose for her work supporting the initiative and serving on the writing team. It is noteworthy that many faculty, staff and students have requested more training on digital literacy topics, and related skills such as academic integrity, and view the Libraries as the most knowledgeable team to deliver this instruction.
- At a meeting with the President, VP Advancement and AVP Advancement, I made a successful preliminary case for the inclusion of a significant renovation to the Killam Library in the next capital campaign. As a ballpark estimate \$60M is the working figure for a renovation similar to UofT's Robarts Library, several US academic libraries and the Millennial Library in Winnipeg. Further assessment of the project will be undertaken before the final decision for capital campaign inclusion. I also requested a significant renovation or new library for Sexton campus but was not persuasive enough with that. Thanks to Linda Bedwell for ongoing assessment initiatives that provide data to support these requests.
- In addition to the ongoing COVID-related planning, risk management planning is underway at the University and Libraries levels; working with Donna Birmingham and Jonathan Nicholls, meetings have taken place with both SLT and the Copyright Team, to begin discussions regarding Libraries risks. Work is now underway in several areas including copyright, disaster management and data security.

Consortia, Associations and Boards

- Posted on the Library Council list on Tuesday, but noting here CRKN's official [press release](#) on the launch of the new transformative, open access agreement with SAGE – full release on [website](#). "This new agreement permits corresponding authors affiliated with the 69 participating CRKN institutions to publish their articles as open access in over 900 SAGE journals without article processing charges (APCs), alongside a discount of 40% off APCs in SAGE's gold OA journals."
- I also posted this on the Library Council list, but am drawing your attention to this CARL statement here as well – very important as we try to prevent research data from being swept up by publishers instead of open access repositories: <https://www.carl-abrc.ca/news/carl-portage-response-to-data-repository-selection-criteria-that-matter/>
- The CAUL-sponsored Atlantic OER <https://atlanticoer-relatlantique.ca/> launch received favourable press across the country and the enhanced capacity to create and amend OER is being warmly welcomed in the region. Thanks to Anne Matthewman and Ann Barrett for their leadership with this on campus, and to Geoff Brown for his expertise in this area. In late January DSU VP Academic Erica Seelemann presented at Senate on the value of OERs and mentioned the important work that the Libraries and CLT are doing.
- The [NDRIO](#) Board committees continue to meet frequently. The transition of RDM services from CARL Portage and other partners (including FRDR) to NDRIO continues to go smoothly and the former Portage team are all NDRIO employees now. Work on the first NDRIO strategic plan has commenced.
- The IATUL annual conference will be held July 13-15, hosted by our colleagues in Porto, Portugal. There won't be a registration fee, so please consider saving the date to attend. Sessions will run from 6:00 a.m. our time to about 2:00 p.m. because of the local time difference. More details coming soon.

AD Library Services & Head, MacRae Library

Report for Library Council

February 2021

Access Services and SEET – This week we have expanded services to include 2 Community Research workstations at Killam and 2 at MacRae. These are being provided to enable access to our electronic resources, something that our community users have not be able to access since we closed our spaces in the spring. Starting the week of March 1 Dal students, staff and faculty whose needs are not being met by electronic resources and curbside will be able to browse the stacks, by appointment, at Killam, MacRae, Sexton and Kellogg. Mon- Fri 10 am - 3 pm (1 hour appts one person at a time). These appointments will be set up in the booking system.

In response to feedback received via email we have updated the website to make sure students are aware that printing is available and added a bookable express station at WMLC. In response to feedback through our Feedback button, we also added a link to how to place a hold with the information on how to place curbside pickup requests.

Assessment - Feedback comments have increased in the past couple weeks coinciding with the placement of QR code posters in our spaces. Feedback comments may be viewed by accessing the Assessment folder under System Wide Accessible on the Share Drive. Booking data has been analyzed for the month of November: Study rooms were in high demand, ranging from - at the Halifax locations - 89.5% booked at the Killam to 99.64% booked at the CHEB. Individual study tables were booked in the range of 17.8% at the Sexton to 62.2% at the Killam. Computer bookings ranged from 33.3% booked at the Kellogg to 52.5% booked at the CHEB. Study rooms were also most popular at the MacRae at 43.8% booked. (The booking room system does not make it easy to gather this data, which is why we looked at just one month.) Analysis of Killam questionnaire data from 2019 is underway. (L. Bedwell).

Copyright – Responding to copyright inquiries and dealing with permissions and streaming video is fairly steady. There an upcoming campus-wide copyright presentation on March 16th at 1 p.m. – this will be similar to our one held in January. This week is Fair Dealing week! Check out our blog post series on the libraries website, as well as the website <https://fair-dealingweek.ca>. There's a new training and tutorial section on our website: <https://libraries.dal.ca/services/copyright-office/learning-resources/training-and-tutorials/carl-copyright-training.html> - on there you'll find a link to the new CARL copyright video series, that give a good overview of copyright topics in university settings. Have been working on updating some of our video tutorials. This article by Carys Craig, Associate Professor at York University gives a good synopsis of the copyright issues brought on by the COVID-19 pandemic: <https://www.caut.ca/bulletin/2021/02/commentary-copyright-limits-and-learning-lessons-covid-19-quarantine> (R. Gillis)

Data & GIS Services – We have presented two series of "lunchless learn" sessions during the Winter Term - first it was for GIS and then for Data Literacy. These virtual workshops were well attended and will be offered again in the Fall Term. A more advanced session on using secondary datasets will be offered as part of the Scholarship @ Dal series. We also hosted a meeting for the ECCE Spatial Research Committee and discussed what was learned by teaching remotely. The new hub webpage to promote our services while we are working in the virtual environment is now online. It features direct links to the

bookings pages for making virtual appointments with Julie for Data and with members of the GIS Team for GIS support. Available at <https://libraries.dal.ca/services/data-gis.html> (G. MacNairn)

Equity, Diversity & Inclusion – Sandy and I attended the university's EDI Committee meeting on February 11th. This relatively new group is chaired by the VP Equity and Inclusion, Dr. Theresa Rayjack-Talley and is comprised of representatives from the various EDI committees throughout the university. This meeting included presentations on the EDI Data & Analysis (Rayjack-Talley & Wagstaff), HRES Policies & Procedures (DeLong), Code of Student Conduct (Murphy) and the ESR Project (Breslow). All presentations were very informative.

Indigenous Services – Samantha is reporting in person this month.

Research Data Management –Scholarship@Dal's 5 part Winter RDM Series begins today, February 25, with An Introduction to RDM. Sessions will be one hour long, from 12-1 on Thursdays. More information is available on the Libraries' Events page:

<https://dal.libcal.com/calendar/events?cid=7504&t=d&d=0000-00-00&cal=7504&inc=0>.

We continue to be busy with research consultations, and are working on creating documentation to help guide researchers through the process of using Dataverse.

Sam, Lachlan, and Louise are attending OCAP training through the First Nations Information Governance Centre. (L. Gillis)

MacRae Library

- Seed Library - *Seeding Ideas* launched a new garden kit initiative last year with the closure of our physical library doors. In our pursuit to do our part as Dal Libraries to slow the spread of COVID-19, our seed library inventory had an opportunity to be transformed into a community asset, "Growing Together Apart" garden kits. Each kit was made up of a manila envelope in which contained on average 5 varieties of seeds for their home garden packed in seed small personal garden sized packets. Within each seed packet there were brief instructions for sowing those seeds and, if the gardener wished, brief instructions for saving some of those seeds for next year. It was a great success. This term we will continue the garden kit initiative to limit the impact of barriers to our spaces to seed access. To support skill development, we will supply several fact sheets from the Dalhousie Faculty of Agriculture's Extended Learning Department's "Garden Box" resources. To build observation skills and try to engage growers with the idea of biodiversity, we also include an invitation to contribute by describing open pollinated plants by including a 'Crop Descriptor' form. By promoting the gathering of basic observations, skill building resources and robust open pollinated seed, we will continue to increase the literacy and capacity of seeds in our community.
- We have a meeting scheduled for February 25th to review the specs for the refurbishment of the elevator. In the meantime, the MacRae staff get lots of exercise moving materials between floors via the staircase!
- Barley Party – A request has been received to hold a modified Barley Ring Party in the Program Room in the Library. This would be an in-person event, with physical distancing, for graduates living in Nova Scotia who have purchased a ring, with an option for remote attendance. A proposal has now been submitted to the Return to Campus Committee for approval.
- Along with Dean Gray and Art Stevens, I provided a tour of the Multicultural Centre in the Student Learning Commons to the Principal of the Truro Campus of NSCC, Lech Krzywonos. The tour

discussions focused on smudging in the Indigenous Community Room, as well as the various types of programming we're able to offer through the space.

- The most recent MacRae Staff Meeting was held on February 24th.

Other Meetings & Events

- I chaired three Heads meetings in the last month. Topics included a coordinated approach to donations, Resources yearend financial position as well as system-wide intern projects.
- Ann and I presented on the Research Commons project to the Dalhousie Research Advisory Committee (DRAC) this month and it was very well received. We also met with Andrea McKay to discuss how the Research Commons project fits within the timeframe of the web renewal project.
- Along with Sandy and Janice I met with the Managers of Access Services to discuss collection of statistics for Reserve requests.
- I was able to attend a few sessions of this year's virtual Information Without Borders conference, including the keynote address by Dr. Charmaine Nelson presenting on "Grappling with the Colonial Archive: The Production and Circulation of Information in Eighteenth and Nineteenth-Century Canadian Slavery" as well as the closing keynote by Dr. Heidi Julien presenting on "The Power of Information: Digital Literacy and Misinformation"
- I attended the first in the series of Data Literacy Lunchless Learns.
- The Goods & Services Accessibility Working Group continues to meet bi-weekly. We split into smaller groups to tackle some specific areas and will now be working on building further on that group work. The group I was working with was identifying what questions we need answered, who needed to be consulted and how we would move forward in accomplishing various aspects of the work.
- I attended a meeting with administration on the Ag Campus to discuss permission levels in preparation for key card access for the renovated Cox building, as well as the upcoming key card access for the top floor of the MacRae Library.
- I attended the February Faculty Council meeting (February 11th) for the Faculty of Agriculture, as well as the Academic Leaders meeting (February 21st).

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

Library

The Library continues to provide study spaces in the Reading Room Mondays through Fridays from 10 am-1 pm and 2-5 pm, and from 6-9 pm on Wednesday evening and 1-5 pm on Saturday afternoon.

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

University

The University sponsored J-School Noire on Feb. 18 in collaboration with the Canadian Association of Black Journalists to encourage members of the Black community to consider journalism as a career. The event, held on Zoom, featured Portia Clark, CBC Radio One host and journalist; Rhonda Brown, News Director for Global Halifax; Alexander Quon, journalist at Global News; CBC writer and broadcaster Shari Okeke; and CBC reporter Sherri Borden Colley.

A webinar for prospective students titled All About FYP (Foundation Year Program) was offered on Feb. 16, and the winter Open House was offered by webinar on Feb. 20.

Online writing workshops are being offered, including Cooper Lee Bombardier on Memoir, Lorri Nielsen Glenn on the Hybrid Essay, Anakana Schofield on Adventures in Fiction, and Beth Hitchcock on Writing with the Five Senses.

Respectfully submitted,

Janet Hathaway
Interim University Librarian & Archivist

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

Facilities

- Submitted a request to the RTC asking that Killam 2600 be added to our pool of study rooms to be made available to students. This request was approved and will be making available six pods of 4 tables for group study.
- With Leah and Elaine will be meeting with reps from Facilities Management this afternoon (Feb. 24th) for a contractor site visit related to the refurbishment of the MacRae Library elevator.
- Have been working with the Project Manager from Facilities on the move of archival material from B233 to B269 in the Killam basement.

Finance

- Have begun prep for 2021-22 budget.

Other

- Met with Elaine and appropriate staff to discuss collection of Reserve related statistics for CARL.
- With SLT attended a special risk management meeting with Jonathan Nicholls from the Internal Auditor's office.

ATS Report – February 2021

Marc Comeau – Director, Academic Technology Services

- Some of our software like NVivo and now Minitab is shifting away from standalone licenses towards cloud deployments. This presents a number of challenges, introducing data residency, privacy and account management issues.
- There was an incident last Wednesday where a UPS test caused a fault in an ITS server that took down elements of the Libraries main page like the search bar. The outage lasted an hour and five minutes before it was resolved.
- We are entering the testing phase of the virtual proctoring RFP.
- As Dalhousie prepares itself for a hybrid Fall term, the expectations for our technology are shifting. We're working on deploying the necessary technology to have both in person and remote participants in the classroom. The technology will have its limits and faculty wanting to use this approach will need to factor that into their teaching, but we know there's demand so we're going to do what we can to meet it. This option won't be available in all classrooms, but we're hoping that by September, it should be available in a quarter of our classrooms.
- There continues to be a great deal of support work being done to support live video conference events, instructional technologies support and general Help Desk support.
- I participated in a very interesting Senate Think Tank session on Academic Integrity earlier this week.
- I'm also part of a newly formed working group that's looking at how we can improve the ability for students to change their name within Dalhousie systems. This is a university-wide group that has representation from all key units, ATS being one of those.

Report to Library Council from Marlo MacKay, Communications Coordinator
January 28–February 25, 2021

Online Teaching/Academic Quality Team

I continue to work with a group of faculty led by Teri Balsler on launching the concept of Dal's academic landscape and what that encompasses. I've developed a web page that for now will live on the online teaching page and we're hoping to have an event for faculty in early March.

The bi-weekly (that's once every two weeks, not twice a week) online teaching newsletter that I put out with Michelle Soucy of CLT continues. I put learning opportunities offered through the Libraries in whenever I can.

My work with David Ryan on a series of online teaching success stories continues. We [published a story](#) a couple of weeks ago and we are working on another one.

Dal Reads and Other Events

The Dal Reads committee just wrapped up voting for next year's title. Michelle Paon will investigate the eBook availability of our top three titles in an effort to streamline this process. We hope to be able to make a title announcement sometime in March, but our ability to do so will be dependent on a number of factors that are out of our control, such as eBook vendor response times, etc.

Thanks to Samantha Adema, Deborah Hemming, and James Wilson for their assistance with the Atlantic Canada book launch of Bonita Lawrence's book, *N'in D'la Owey Innkland: Mi'kmaq Sojourns in England*. The recording of the event is now available to [watch](#).

The virtual staff milestone event has been rescheduled to March 30 due to a storm on February 16 that closed public schools.

The online lecture by Christine Macy to celebrate the 50th anniversary of the Killam will be on March 11. I hope you can [join us](#).

African Heritage Month

I've been doing daily posts throughout February highlighting books from our collections for African Heritage Month. Thanks to Amanda Sparks for her assistance with this and to Carol Richardson and Kellie Hawley for supplying titles from past book displays that we could feature.

I attended [Dal's virtual AHM event on February 1](#).

Communications

I'm working with Donna and Cassandra Larose on a communications plan for the digital strategy. I also assisted with production for the digital strategy presentation at the recent DPMG meeting.

Regular Committees/Meetings

Met with the Health & Wellness Committee, SLT, and the Web Team. SLT met with Dalhousie internal auditor Jon Nicholls to discuss risk management.

Report to Library Council

February 25, 2021

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

Head - Sexton Library

- Served on the hiring committee for the position of Sexton Library Services Manager, participating in the interview process from Feb. 12-19. We look forward to welcoming a new manager into this six-month role.
- Participated in the Sexton staff meeting (Feb. 16th).

Associate Dean Resources

As we approach fiscal year-end, the Resources team is closely monitoring the remaining system-wide and local library collections budgets, processing invoices as quickly as possible, as well as encouraging an early completion to monograph spending. As of February 17th, we were awaiting the arrival of the remaining subscription invoices for this budget year. The total dollar value is in the 7-figure range, and the invoices need to be paid before the end of March. As you can see, year-end is not for the faint of heart!

At the request of the Dean of Libraries, the Resources team consulted the product wishlist and compiled a list of library resources/products that might be of interest to potential donors in the university's upcoming capital campaign.

I'm serving on the hiring committee for the position of Resource Licensing Manager. Interviews will take place during the week of February 22nd- 26th.

Donations

- Participated in a meeting re. the preparation of a Featured Collections webpage for the Prosper donation.
- Discussions with Sarah Stevenson about the collection of marine scientist Dr. James Stewart. I pre-selected a small number of books to add to the Killam Library.
- Referred a potential donor to A. Barrett re. collection of books on pharmacology and drug-related topics.

Libraries Website

- For some time now, the Live Help widget had been located "below the fold" on the Libraries' landing page. Sarah Jane Dooley from the Dal Libraries' Services team worked with Marlo MacKay to arrive at a way to make access to Live Help more visible at that entry point. The COVID-19 banner that spanned the width of the page has been divided into two images - one that links to the Libraries' COVID-19 page and one that links to the Ask Us webpage that contains the LiveHelp chat box. This solution also makes it easier for users to find other ways to reach out for library-related assistance via email or by booking a consultation.
- The Primo/Novanet Search box was adjusted to a darker colour to create more contrast and make it more noticeable on the landing page. Thanks to Krishna Sirivuri for making this happen!
- For a brief period on Feb. 17, the Libraries' Primo/Novanet Search box, LiveHelp widget, and newsfeed disappeared from the Libraries website, due to difficulties related to an ITS server. Fortunately, a few hours later, the webpage elements were restored. Thanks to Jason Flynn for looking into the causes and helping sort out this issue.

- A. Barrett, E. MacInnis, and I met with Andrea McKay (Dal.ca Renewal team) to discuss options for the Research Commons page as well as the role of Web Advisory Committee in Dal.ca web renewal initiative.
- Communicated with J. Marcoux re. her request to add booking links to Subject Librarian Directory webpage.

I participated in the following meetings:

- Scholarly Resources Management Group (chaired)
- Web Advisory Committee (chaired)
- Preservation Committee
- DalReads Committee
- CAUL Collections Committee
- Canadian Research Knowledge Network (CRKN) member meeting re. license renewals.
- Senior Leadership Team meetings (3); Heads meeting (2); Library Council; Libraries Town Hall (3)
- Update meeting with Dean of Libraries
- Faculty Council - Engineering; Faculty Council - Architecture & Planning
- Council of Atlantic University Libraries (CAUL) - Atlantic OER Grants webinar
- DalReads virtual event: Talk by author Cherie Dimaline.

NSIS Librarian

- submitted monthly report; participated in Feb. NSIS Council meeting, attended NSIS evening lecture.
- participated in NSIS Lecture Program Committee meeting
- participated in meeting re. the upcoming shift of materials from a Killam Library basement room that contains NSIS exchange journals
- communicated with G. Brown to clarify process re. generation & registration of DOIs for the PNSIS articles.
- NSIS has released a new issue of the [Proceedings](#) (51.1), embargoed for member access only for first six months of release.

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

Libraries HR Highlights

Staffing

- The search for a Classroom Technologies Technician (T6) nine-month term position ended in a failed search. We are reviewing the position and will repost some point in the future.
- Interviews for the Resource Licensing Manager twelve-month term position have been taking place this week. Committee members are Heather MacFadyen, Kirsten Huhn, Joyline Makani, Michelle Paon, and Sandy Dwyer.
- Interviews for the eight Instruction Support Technicians (SIT1) (twelve-month terms) took place last week and are continuing this week. Search Committee members are Mick Bottom, Sandy Dwyer, Mike Duggan and Michelle McDonald.
- The search for a Library and GIS Developer ended in a failed search. The position will be reposted in the very near future. Search committee members are Jason Flynn, Sandy Dwyer, Krishna Sirivuri and Gwen MacNairn.
- Interviews for the six-month temporary assignment as Manager, Library Services Sexton, took place last week. Search Committee members, Sandy Dwyer, Amanda Sparks, Michelle Paon and Carl Harvey are in the process of checking references.
- I am in the process of updating and revising the job description for the vacancy left by Sarah Davis at the Sexton Library. Sarah has accepted a new technical position at the Law School. Congratulations Sarah and all the best in your new role! Once the revised job description is provisionally classified by Job Evaluation an employment requisition will be submitted to the Budget Office and once approved the job will be posted.
- I am also in the process of reviewing and revising the draft posting for the Manager, Access Services (Killam). This position will be posted once the posting is finalized.
- A job description for an Instructional Support Technician & Captioning Coordinator position has been submitted to Job Evaluation for a provisional Classification. Once the job has been provisionally rated an employment requisition will be submitted to the Budget Office and once approved the job will be posted.

Alma Implementation Steering Committee

The committee met on Wednesday, February 17th.

Clean Up Update

Acquisitions

Terri Winchcombe (Lead, SMU), Bill Slauenwhite (Novanet), Brenda McKenna (StFX), Caroline Power (CBU), Erin Winchcombe (DAL)

Some acquisitions staff working on clean-up report being behind with Alma clean-up due to other work priorities.

Cataloguing & Metadata

Ian Fraser (Lead, NSCC), Pam Chase (Novanet), Elaine Christensen (StFX), Adam Keylor (MSVU), Chris

MacDonald (SMU)

The separation of print and electronic holdings for monograph records with ISBNs is nearing completion. Some libraries were unable to complete their assigned sections so Ian reassigned their areas to other libraries. The working group is testing cleanup methods on the next list, monograph holdings without ISBNs to see if they can use the same procedures or if they need to be modified. Searching for new format records will be much slower without the presence of an ISBN. Ian hopes to divide up the new cleanup list and send out to volunteers very soon.

Fulfillment, Access & Resource Sharing

Corinne Gilroy (Lead, MSVU), Pam Chase (Novanet), Wilma Carty (ACAD), Heather Gardner/Robin Allen (NSCC), Karen Tobin (CBU)

The Fulfillment, Access & Resource Sharing group is 95% finished with empty collection codes, they're just waiting for a few libraries to report back. They are getting closer to completing the collection codes with multiple item statuses clean up with about 1/3 of the libraries completely finished and the rest are quite close.

As always, the full list of clean up reports is available on the [Alma page](#).

Novanet Alma Day

It was agreed that it would be better to have Novanet Day at the end of April over the span of a few days.

Suggestions for sessions:

1. Alma demo
2. A panel of speakers describing their experiences of the Alma implementation
3. Seeing book cycle through from purchase to fulfillment
4. Speakers who work with Alma everyday
5. Question and answer session
6. Surviving without the Green Monster
7. How to generate reports
8. Overview of Alma from user perspective
9. Overview of Alma from staff perspective
10. Comparison of Aleph functions to how you do it in Alma
11. How will Novanet Express holds/requests work, will it still be called Novanet Express, then what happens to "Novanet Classic aka Green Monster".
12. How modules/functions relate across all modules/functions.
13. An update on the migration schedule
14. An overview of how the broken "permalinks" will be handled. (When we migrate to Alma, links like this will no longer work: https://novanet-primo.hosted.exlibrisgroup.com/permalink/f/auflpa/NOVANET_ALEPH006510979.)
15. An overview of the training plan and schedule
16. An overview of how discovery will/will not change for patrons
17. An overview of how various staff tasks will change: what kinds of things should we be encouraging staff to change in their routines now
18. Interface design, what does it look like? Will customization be needed? Examples of successful implementation in consortial environments elsewhere?
19. Clean up – what's left for libraries (and liaisons) to do? What's the deadline for db migration? When should our weeding projects be complete?
20. Functionally – what are we going to gain for the OPAC, what are we going to lose? Same questions for GUI and staff.

21. Ebooks and shelf browse – do we need to change our cataloguing practices to get the ebooks into the shelf browse features
22. Order of a book to the shelving and loaning of a book – life of a book through Alma
23. Q & A of all things. Did we want to expand on the already answered FAQs?
24. Concern about searching for information for program reviews and course proposals where using the OPAC works. Trying to emphasize ways to do that in Primo or perhaps back-end Alma when the time comes.
25. Change management

Please continue to send in suggestions for sessions and questions for the FAQ page.

Volunteers for the Novanet Day Organizing Committee are Margaret Vail, Emily Cooke and Amy Lorencz.

Suggestions for organization of Novanet Day:

1. Split sessions into interest groups
2. Mix of pre-recorded and live sessions
3. Moderators for each session
4. Record sessions for staff who can't attend

Next meeting is scheduled for March 17, 2021.

AD Planning| Head of Killam:

Accessibility: Susan Spence is retiring at the end of this month. Jasmine Walsh and Quenta Adams will be taking over as co-chairs of the Dalhousie University Accessibility Advisory Committee. Susan's incredible work ethic and calm demeanour will be missed by this group, and many others.

The Accessibility survey is on track to be released on March 5th. Lindie Colp-Rutley (Dal Analytics) is leading the survey project. All of the Accessibility sub-committees have had input into the survey questions and are eager to see the results.

I attended two really interesting and relevant OLA Superconference sessions relating to Accessibility – see OLA notes below.

LIPCC: The Heads and LIPCC have each been meeting about the next round of projects and hires for MI Interns. There are several developments in the works with respect to hiring and workload. More to come next month. The LIPCC group had an open conversation meeting last week that was appreciated by all in attendance. We realize that we create opportunities for the interns to work together and talk, but we have not created a space for our mutual support. Sarah Jane Dooley and I have been brainstorming some ideas in the realm of Equity, Diversity & Inclusion and cultural competencies for the intern enrichment program.

Head of Killam:

Streaming Video: The last few requests for Streaming Video are trickling in. This semester we had the challenge of making material available for departmental events. These would normally involve a live screening of a film followed by a discussion. In both cases, the departments have been amenable to changing the format so participants watch the film on their own time for better sound and video quality, and then join the discussion. Many thanks to the current "Stream Team" and Copyright for providing excellent suggestions for program modifications to meet licensing requirements.

Reference Collection/Future Indigenous Community Space: The reference room weeding project continues. The recent acquisition of an online copy of a major reference work in English literature is providing an excellent test case for the process of deaccessioning of print volumes. My thanks to Amanda Sparks, Gail Fraser and the Resources Team for building what we hope will be an efficient process. As a member of the Strategic Resources Management Group, I have been involved in discussions of year-end spending. This year, we have been able to purchase the American Chemical Society Journals electronic backfile. It has been on my dream list for over a decade. It will free up space from print volumes in at least three of our libraries, and make the information available in what is now the preferred format for our researchers and students.

Killam@50 Lecture event planning: The date is getting closer, and Marlo and I are getting excited about Prof. Christine Macy's guest lecture. At the time of writing (February 22), the promotional material is almost ready to go.

Donations: Several Killam libraries are involved in selecting materials from two large donation offers – one from author Marq deVilliers and the Prosper donation. My thanks to those librarians who have made the time to consider the thousands of items on offer and make thoughtful selections.

Faculty of Science Council highlights: Dean Chris Moore's term is up at the end of June and he is not reoffering. It is expected that the next Dean will be an external appointment and not likely to be in place by July 1, 2021. Plans are being made for temporary arrangements between decanal

appointments.

The Faculty has established summer internships in Science Communications. These students will be working with departments/research groups/programmes over the summer to communicate science to the public. The *Sciographies* podcast series is one example of a successful outcome of this internship program. I have been purchasing relevant materials from general science collection funds.

Selected meetings:

- Weekly Town Halls
- Faculty of Science Council: February 10th.
- FASS Faculty meeting:
- Ontario Library Association Superconference

OLA was virtual this year, with recorded presentations and live discussions/Q&A. This permitted viewing of concurrent sessions. I was finally able to be in two places at once, in a manner of speaking.

Highlight sessions:

- *Beyond the Checklist: New 2021 Accessibility Compliance Requirements for Elearning Resources and Research Guides in Libraries* (applicable to our LibGuides)
- *Creating a Supportive Environment for Staff with Autism Spectrum Disorder* (Informative discussion with Carleton University library staff. This session was full of practical 'how we did it, and you can too' from the staff member with ASD and his supervisor.
- *From Accessibility to Inclusion: Improving and Expanding Library Accessibility Services* (Two young librarians discussing their roles as Access Services Librarian (adaptive technology and transcription services - Carleton) and Inclusion Librarian (University of Ottawa). Both are in new positions creating the roles, and started just before the pandemic.

And finally – What am I currently reading (work-related):

Kowalsky, Michelle, and Woodruff, John. [*Creating Inclusive Library Environments : A Planning Guide for Serving Patrons with Disabilities*](#). Chicago: ALA Editions, an Imprint of the American Library Association, 2017.

Thompson, Gregory C., Maringanti, Harish, Anderson, Rick, Soehner, Catherine, and Comer, Alberta. [*Strategic Planning for Academic Libraries : A Step-by-step Guide*](#). Chicago: ALA Editions, 2019.

Respectfully submitted,
Sarah Stevenson

Senate Representative Report to Library Council

February 2021

The most recent meetings of the Dalhousie University Senate took place on February 8th and 22nd, 2021. This report will highlight the motions presented at the February 8th meeting, give a listing of the other agenda items from this meeting, and briefly describe the Senate Think Tank session that took place on February 22nd:

Motions Presented:

THAT Senate appoint Senator Louise Spiteri, as the Interim Senate Chair for the term July 1, 2021 – June 30, 2022

Carried

THAT Senate approve revisions to the terms of reference for the Senate Planning and Governance Committee, the Senate Academic Programs and Research Committee and the Senate Learning and Teaching Committee, as presented

Carried

Other Agenda Items:

- Presentation on steps to make diversity and inclusion a reality (Re: Inclusive Pathways to Medical Professions (IPMP) Initiative)
Sarah Wells, School of Biomedical Engineering, Medical Sciences Program
- Presentation from the Senate Learning and Teaching Committee on the code of student conduct review
Verity Turpin, Acting Vice-Provost Student Affairs
- Senate review report from the Faculty of Management
John Cameron, FASS; Kim Brooks (Dean) Faculty of Management
- Open Educational Resources
Erica Seelemann, DSU
- Reports from the Chair of Senate and the Provost

The Senate Think Tank session on February 22nd focused on two key areas, with presentations being given followed by breakout rooms where senators could discuss their thoughts on these issues:

Presentation #1: The investigation and Adjudication Process

Presenter: Bob Mann, Manager, Discipline and Appeals

Breakout session: Based on your experience, anecdotal evidence, or just general awareness of Dalhousie's Faculty Discipline Process concerning cases involving academic integrity, what do you think could be improv.

Presentation #2: Pressing Academic Integrity Issues (Chegg, Online learning, ghost writing, international student challenges)

Presenter: Mike Smit Associate Dean (Academic), Faculty of Management

Breakout session #2: What do you feel are the reasons why these issues continue to arise, and what are some meaningful steps the university and the instructor can take to address them.

Respectfully submitted by Jackie Phinney

February 24th, 2021