

Library Council Meeting
Minutes
September 23, 2021
1000-1200 hrs Microsoft Teams

Present: Erin MacPherson (Chair), Leah Unicom (Secretary), Carol Richardson (Recording Secretary), Allison Fulford, Amanda Sparks, Anne Matthewman, Carlina Gillis, Creighton Barrett, David Michels, Dominic Silvio, Donna Bourne-Tyson, Elaine MacInnis, Gail Fraser, Geoff Brown, Gwen MacNairn, Hannah Steeves, Heather MacFadyen, Jan Pelley, Joe Wickens, Joyline Makani, Julie Marcoux, Karen Smith, Kellie Hawley, Kirsten Huhn, Lachlan MacLeod, Linda Bedwell, Linda Clark, Lindsay McNiff, Louise Gillis, Marc Comeau, Mark Lewis, Marlo MacKay, Melissa Helwig, Melissa Rothfus, Michelle Paon, Robin Parker, Sai Chua, Samantha Adema, Sandy Dwyer, Sarah Jane Dooley, Sarah Stevenson, Shelley McKibbin

Regrets: Courtney Bayne, Jackie Phinney, James Boxall, Janet Hathaway, Janice Slauenwhite, Jason Flynn, Louise Spiteri, Michael Moosberger, Mick Bottom, Roger Gillis

1. Approval of Agenda

Motion: To approve the agenda as amended (Business Arising was added as item number 4, after the approval of the Minutes of June 24, 2021).

L. MacLeod / S.J. Dooley

Carried

2. Introductions

- New Library Council Members

Welcome to the new members of Library Council:

Carlina Gillis

Carlina started at the Dalhousie Libraries in May as the Resources Licensing Manager and will be attending Library Council as a Manager from the Resources Team.

- Recognition of Guests

No guests attended today's meeting.

3. Approval of the Minutes (from June 24th, 2021)

Motion: To approve the minutes from the June 24, 2021 meeting as amended.

H. MacFadyen / S.J. Dooley

Carried

The Minutes from the June 24, 2021 meeting were approved with the following corrections:

4. Library Council Committees

c. Web Advisory Committee

The Web Advisory Committee ~~Annual Report~~ Terms of Reference was updated with the position descriptions as outlined in the SRMG Terms of Reference and Annual Report.

4. Business Arising

No business arising

5. Review of the Library Council Membership list

The Library Council Membership list is located in Brightspace LC_Documents [Library Council membership_2021_09] and is in draft format.

Action: Library Council members are to review the LC Membership list and let Erin know if there are any changes or additions.

6. Senior Leadership Team Reports to Library Council

Elaine MacInnis, AD Library Services MacRae

- Advanced Reference Service has moved from Anne Matthewman's portfolio to Elaine's portfolio and will be renamed Reference & Research Services. Scholarship@Dal will remain with Anne and her Team. Sarah Jane Dooley has agreed to take the lead in Reference and Research Services.
- I will be taking 3 months of my deferred **Administrative Leave** this year. My leave will run from November 1 til January 30th.

There was some concern on how this was worded in the report. After some discussion, the wording has been changed to "Sandy Dwyer will be covering for me while I'm on leave and will have the appropriate level of signing authority".

Anne Matthewman, AD_Learning & Teaching_DUNN

There is a spelling mistake in this report. Tereigh ~~Equa~~Ewert-Bauer

Questions:

- *Can we have an explanation of what the responsibilities will be for the role as Lead for Reference and Research Services.*
 - There will be a refresher of what is involved in the role.
 - Will be looking at the LibInsight dataset to make sure it's working for everyone.
 - Will be having conversations about reference models.
 - Will be focusing on the operational side of Reference and Research Services. Hope to put a team together to implement ideas like how to promote the service so Sarah Jane is open to feedback.
 - Hoping to have a universal reference Brightspace training for all staff on the Service Points. This would be beneficial to the libraries.
 - The implementation of LibAnswers will be happening soon. This is a SpringShare software that allows patrons to have a self serve option on the Libraries website for frequently asked questions.
 - Looking forward to working with Linda Bedwell on gathering reference statistics for Assessment.
- *Where should one expect the systems development work, particularly around Digital Preservation, be? Should it be in Marc Comeau's Report or Michaels Moosberger's Report? Some things that have not been reported for example, in the process of doing a Privacy Impact Assessment for Archivematica and the renewal of the contract. Creighton would be happy to give feedback on this topic for the report.*

This topic would be best in Michaels report as a highlight. There are several PIA's on the go right now. Too many to expand on all of them. ATS staff role is for support.
- *Should the SLT Reports and any Committee Reports be attached with the Agenda in an email or should it be noted, they are in Brightspace.*

Action: This topic of how to send Reports to the members of Library Council will be revisited at a future Library Council meeting. More consultation and written guidelines are needed.

7. Library Council Committee reports

- Preservation Committee – Creighton Barrett
- Library Internship/Practicum Coordinating Committee – Sarah Jane Dooley
 - A new Chair will be needed for this Committee by mid October when a call for practicum placements take place. Sarah Jane will be giving up the role as Chair to take on responsibilities as Lead for Reference and Research Services.

- Sarah Jane has created a manual that she will share with the new Chair. Sarah Jane will stay on the Committee as an intern supervisor so is willing to lend some support to the new Chair. It was noted, only staff who have a Master's degree from the MLIS program can supervise students. A LIPCC meeting will be scheduled soon.

Action: Please think about volunteering as the Chair for this Committee because it is a Library Council Committee.

- Web Advisory Committee – Michelle Paon
 - It's been a very active year for the Committee. There were lots of updates to be made to the website for our services during Covid.
 - There will be more changes coming because of the transition to the AEM Touch UI platform so the Committee is meeting on a regular basis and attending the Dal.Ca Renewal training sessions.
 - LibGuide Statistics that are connected to our website have been added to the Annual Report this year because of the high use of these pages. Thanks to members of the Committee for all their work during the past year.

Question:

Was there an increase in LibGuide usage during the pandemic 2021?

Totals were not calculated for the previous two years but this could be done.

Motion: To approve the above Library Council Committee Annual Reports as circulated.

C. Barrett / H. MacFadyen

Carried

8. Budget Update – Donna Bourne-Tyson, Janice Slauenwhite (15 min)

Slides from today's budget presentation and the budget presentation in June can be accessed in Brightspace.

Highlights from today's presentation:

- Comments on budget challenges for Libraries budget
- Summer activity to balance the budget
- 2022-23 budget planning cycle

Comments:

- Do we need to have a conversation about user fees for non-Dalhousie patrons and to attach a cost for the services we are providing. It was noted, the Strategic Pillars also have costs.
- Have fees been considered for "internal" services such as Records Management? And requiring researchers to include RDM in their grant budgets in order to access RDM services?
- Computer issues: the libraries are one of the few units that involve the university in the community. We should be getting funding to fulfill that purpose.
- There is a cost on putting a value on what the libraries do.
- A lot of the things we are doing now that we weren't doing before the pandemic is online learning. We increased our game in the digital strategy we thought would take 5 years.

9. RDM Librarian Position – Elaine MacInnis, Melissa Helwig (15 min)

Feedback/Comments:

- *The current description includes Data Stewardship and many universities integrate RDM and Data Services so what is your vision for shared services?*
This issue hasn't been talked about very much. Data and RDM are done differently at each institution. One doesn't take away from the other.
- *Should the commitment to EDIA be mentioned in the description? It would be good to redirect this topic to the university on their position.*

- *Happy to see the liaison responsibility for Pharmacy here but there are two big responsibilities in this description (Pharmacy and RDM).*
Over the last few years we have been working to build an RDM Team. One of the duties for this position would be a leader on this Team. This is a well-established team working together. It was noted, part of Erin MacPherson's job is to support RDM.
- *Where do we think we are going to find such a unicorn? Which is to say this seems like two distinct FT positions fused into one with a very ugly soldering job.*
- *We may want to say in the description that Pharmacy is a big portfolio but the successful candidate would have a lot of support for RDM.*
- *Does this job description meet the threshold of the Pharmacy responsibilities? Many job postings I've seen lately ask for a diversity statement in the application process. Do we know if Dal is implementing this? Some applicants send in their own personal diversity statement with their application.*
- *How many times have we hired for an RDM position? Has it included liaison responsibilities? We tend to ignore the other liaison responsibilities. Why not just have it as a health sciences librarian with a team of RDM staff.*
- *Is that what is meant by the "commitment to EDIA" mentioned at the end of the first paragraph? or a commitment to EDIA being part of the role?*
- *For RDM, so far, we've been doing projects during the periods where reference / support for liaison and copyright duties go down, and focusing on presentations and questions for RDM. Then we move to our larger projects in the lulls, like the summer. We also have a flexible and capable team so there is a lot of support, despite increasing demand, but there is still a need for a central librarian.*
- *I think a lot of these specialty services seem easy or small from the outside, but require someone with in-depth knowledge as a lead. For instance, I don't think people realize how much knowledge and time is needed for Julie's role as a Data Librarian. If you have a busy time with the liaison responsibilities, you need to lean on the RDM team during that time but you need a leader for the Team. It's not dimensioning the pharmacy component. This should be discussed with the candidate.*
- *It is challenging but with a team base role, it is helpful. Having the Associate Dean being moved around for this position. Its successful but a challenge.*
- *Why can't the coordination role be part of the Associate Dean responsibilities who has RDM as part of their portfolio?*
- *Why can't we just add RDM to the role as the Health Sciences Librarian.*
- *All these roles are specialized as other roles like assessment. RDM needs a leader and a librarian in that place.*
- *We don't want to undersell anything for this position. This will help guide us and be fair to the candidate so they know what is going to be in their position.*

Action: A separate meeting will be scheduled with DFA Librarians to discuss the additional upcoming librarian vacancies.

10. Strategic Planning Committee – Sarah Stevenson (10 min)

The next steps for the Strategic Planning Committee will be to consult the Libraries staff during some consultation sessions. Hoping to have all the sessions completed in the next few weeks. It was noted, staff will be put in similar like groups and the questions will be sent in advance. A survey will take place after the group sessions. Comments can be sent to Sarah Stevenson. The anonymous feedback form will be made available as well. No recordings of the sessions will take place and the comments will be aggregated. A first draft of the Strategic Plan will have to be ready by the beginning of November.

Action: If you want to sign up to join a group, you can access the form here:

<https://forms.office.com/Pages/ResponsePage.aspx?id=mRm4YH8LLUGSo-F9iunj4CL5O0Fr5iFOjdI4GNgPncFUQUNZRIBJU0VIOTRKOU9ITERDMEEyNzIQWi4u>

This forms expires so please don't delay in responding.

11. Highlights from the Senate Report – Shelley McKibbon (10 min)

No report today. The last meeting was mostly an introductory meeting.

12. Other Business

No other business.

13. Announcements

No announcements

Adjournment at 11:59am

Next Meeting: Thursday, October 28th, 1000-1200 hrs on Microsoft Teams

AD Learning and Teaching

ADAC

ADAC met intermittently during the summer. Much of the discussion dealt with planning for fall term, covid precautions, blended learning. ADAC met on September 22nd. We heard about the ongoing CUPE negotiations – CUPE represents part-time academic instructors, TAs, and demonstrators. Issues in the negotiations include rate of pay, precarious employment, and language around EDI. ADAC member mentioned the difficulty in finding part-time instructors in various disciplines. Another topic which was discussed was cybersecurity and the need for multi-factor authentication. All Dalhousie staff and faculty are urged to register for MFA.

Accessibility – Teaching and Learning Committee

This group also met intermittently during the summer. Our Chair, Tereigh Ewert-Bauer submitted the subplan to the oversight committee in July. Area covered included focussed on the need for accessible teaching practices and made 19 recommendations. These include use of assistive technology, alternative formats, accommodations to remove barriers, using Universal Design for Employment, preparing students for the workforce, and the fact that Dalhousie Institutes should also be accessible. The next step will be holding focus groups with faculty.

OER

On August 23rd I spoke at a CAUL webinar on OER at Dalhousie. I outlined the work of our committee and the administration of the joint Libraries/CLT grants. The OER committee will be meeting on September 23rd.

Team

The Learning and Teaching Team is welcoming Lindsay McNiff back after her leave and I am happy that Robin Parker will be joining the Team, bringing with her expertise in teaching systematic and scoping reviews. Robin is preparing a workshop on systematic reviews.

The WILU conference was very successful with a good number of registrations and a large group of committee members and volunteers organizing, planning, and moderating sessions. Thanks to Melissa Helwig and Heather Sanderson for co-chairing the planning committee and to everyone who assisted.

The Team will be meeting on September 27th to discuss priorities for the term ahead.

Dunn Law Library

The Law School is back in full swing, and we are pleased that there has been a lot of activity in the Library including the successful 1L orientation which had the Library set up as a giant game of Clue. Library staff played a number of shady Clue characters.

We are now back to regular hours and Gordon is working his Evening Supervisor hours. We have a full roster of students from both the Law School and the School of Information Management.

I am teaching the Advanced Legal Research course this term and am serving on the School's Academic Committee for the year. Mark and Hannah are teaching the first year Legal Research and Writing course. We have also been working with the new graduate students.

On September 22nd, the librarians presented at the School's Research Hour on new services and resources since the pandemic.

We are pleased to have Dean Cameron back at the School and I have resumed by regular bi-weekly meetings with her.

Library Council Update – Dean of Libraries Selected September 2021 Highlights

To begin, it is a pleasure to be recommencing Library Council meetings for the 2021-22 academic year. It has been an interesting year overall, and a hectic summer for many of us. I am very grateful for the tremendous efforts everyone has made to ready the Dal Libraries for the return to an in-person experience for most of our students and faculty colleagues.

Welcome and thank you, Erin MacPherson, for stepping into the Chair and thanks to Leah Unicomb for once again serving as Secretary for this year's Library Council – looking forward to working with you in these roles for the coming year. Thanks once again to Carol Richardson for her continuing contributions as Recording Secretary.

As I noted last September, over the summer SLT (and many others) worked continually on service delivery plans and financial modeling, adapting the plans to a fluid environment. This summer it was very rewarding to be planning for a return to something approaching normal – more open hours, no contact tracing, more staff back in the Libraries, more furniture out on the floors awaiting the students' return. The students have returned in larger numbers than I remember seeing in the Libraries, so early in the term.

Our circumstances continue to include a series of new experiences, as we balance the evolving public health guidelines with the safety of our staff, and the needs of our users. It has been useful to hear the observations and assessments of everyone in the Dal Libraries, through discussion at the online townhalls, and via the anonymous feedback form. Thanks to everyone who continues to reflect on our services and offer suggestions for improvements.

Budget: While enrolment continues to trend upward, and we haven't suffered as precipitous a decline in international enrolment, as compared to other institutions regionally and around the world, the budget continues to be a challenge for the Libraries. I will be making a brief presentation during this session of Library Council, and will provide regular updates and opportunities for input as time and circumstances allow. It is anticipated that the budget cycle will be changing, to include more planning in the fall term before a budget year begins in April. This will be a welcome change.

Summer meetings: There was no break over the summer for many associations and consortial boards, and meetings continued for CARL, CAUL, NDRIO, IATUL, and at Dal for AQT, DRAC, IGSC, the Data Access Committee, and Deans' Council. Senate and Senate sub-committees did break for June to September. In late August I was pleased to show President Saini around a few of the Libraries spaces, and thanks to Janice Slauenwhite, Jennifer Lambert and Melissa Helwig for their roles in the brief tour. In early September I delivered a keynote at a virtual conference hosted by the University of Johannesburg and the Association of Commonwealth Universities.

Succession planning: It has been a pleasure to welcome Melissa Helwig as the new Associate Dean, Research & Scholarly Communications, and Head of the Kellogg Library. Early in 2022 we will be saying farewell to Michael Moosberger as Associate Dean Archives, Records Management and Special Collections, and that role will be filled by Associate Dean Sarah Stevenson. The underlying DFA librarian vacancy created when Michael retires will be filled in the Archives by Roger Gillis, and we will be posting for a new DFA librarian hire as well, likely for a Copyright Librarian. The next vacancy to be filled for the Senior Leadership Team will be for the new Dean of Libraries, and the search committee has been formed, with a representative from Library Council among the members, as you know. The draft of the position posting for the Research Data Management Librarian has been circulated this week, and I welcome everyone's feedback on this. I will be scheduling a meeting with the DFA librarians this term to discuss two additional librarian vacancies anticipated based on upcoming retirements and the vacancy created by the move of Roger into the Archives.

AD Library Services & Head, MacRae Library

Report for Library Council

September 2021

Access Services – We have implemented changes to our laptop loaning program. We have divided up our laptops at each of the libraries (Kellogg, Sexton, MacRae and Killam) into some for short term 4-hour loans and some for monthly loans. We have close to 200 laptops now and both types are currently renewable up to three times.

Our room booking systems has reverted back to the pre-COVID configuration. Students can book study rooms for a total of 2 hours per day. We are receiving a number of requests from students to use our study rooms to attend online classes. This is not a usage we can sustain as the demand for group study spaces increases. We will continue to discuss options for addressing these requests but, for now, are recommending students using library spaces that are not designated as Silent Study spaces.

This year only the Killam, CHEB and MacRae will be open, with a “skeleton” staff, on the following holidays Thanksgiving Monday, Remembrance Day, Munro Day and Heritage Day. The Killam and the CHEB will be open from 1 – 8 pm and the MacRae will be open 12 – 5 pm. All Dal Libraries and Learning Commons will be closed on September 30th. It is anticipated that we will be open regular hours at most/all of our locations on Good Friday because it falls within the exam period. (S. Dwyer)

Assessment - Two reports have been accepted by SLT and shared with Council and others: The Killam Question Slips & Touchstone Tours Highlighted Findings and Recommendations and the Insync Recommendations Report. As an ex-officio member of the Strategic Planning Committee, I have reviewed all outstanding recommendations from past assessment reports to provide assessment-based recommendations for the Plan. These recommendations fell neatly into two themes and I recommended the plan have a strong focus on both - UX & EDIA. Currently guiding the consultation planning for the committee. Developed a plan with Elaine for updates on assessment recommendations from ADs. Made several updates to the Libraries & Brightspace Support Feedback mechanism with John and continuing to monitor and update feedback reports as a member of SEET. Revising the Assessment page on the Libraries Website with Carol, Marlo & Krisha. Provided advice for the Records Management Program evaluation. Enjoyed 5 weeks of vacation since Council last met. (L. Bedwell).

Data & GIS Services – Social science data requests start with Julie and geospatial requests start with Jen. Links to book a Data appointment or a GIS appointment are located on our hub page: <https://libraries.dal.ca/services/data-gis.html> In addition, the GIS Centre has re-opened for the Fall term, from 10am to 4pm, Monday through Friday. Specific course lectures and workshops are being presented by Gwen, James, Jen, and Julie. Research project support is provided by all members of the Data & GIS Services Team: Choi, Gwen, James, Jen, Julie, and Thomas. Plus, there are two upcoming learning events that are free and virtual. 1) The GIS Lunchless Learn series will take place in the afternoons on Sep 21 (data), Sep 28 (raster), and Oct 5 (cartography). Registration is listed on the Libraries’ Events page. 2) ICPSR Fall Conference, on October 6-8 (Data Positivity). A link to register is on our [hub page](#). (G. MacNairn)

Indigenous Services

- Samantha worked with members of the Indigenous Advisory Council to get their feedback on the Four Seasons of Reconciliation course. We are pleased that this course has now been officially launched and is being well received. If you haven’t had a chance to take the course yet we encourage you to take time to do so on September 30th, our first National Day for Truth & Reconciliation.
- Our paper on Indigenous library services in academic libraries in Canada was presented at the IATUL conference in July and was very well received. We are in the process of finishing the paper, in collaboration with Anne Carr-Wiggin of the University of Alberta and Kaia MacLeod, who started a new position at University of Calgary.

- We have been working on the planning for the Indigenous Community Room in the Killam library. We had initially hoped to open the space in October but there are delays with the moving company that will be removing the reference stacks. We are now aiming for an official opening event in early February but are still hoping to have the room ready for a soft launch this Fall. We are also seeking guidance from the Dalhousie indigenous community on the best approach for naming the room.
- We have been approached to collaborate on a film screening event for September 29 to mark the National Day for Truth & Reconciliation on campus. Stay tuned for further details.
- Sam and I met to discuss programming ideas for the coming year.
- Sam and I met with Keah Gloade, the new Manager of Indigenous Students for the Agricultural Campus. Keah has lots of events planned for Mi'kmaq History month, as well as the National Day for Truth & Reconciliation. Keah replaced Art Stevens, who left Dalhousie to take a position with Millbrook in the spring.

LiveHelp – LiveHelp service will resume September 27 and will run until December 10. (Sarah Jane Dooley).

Research Data Management

- The CAUL-CBUA Digital Preservation and Stewardship Committee is hosting a Fall Research Data Management Series, in partnership with ACEnet and NDRIO-Portage. The series is targeted to Faculty and other researchers. Erin and Louise will both be presenting. More information and sign up available [here](#).
- The RDM Team will be hosting an RDM Refresher for Liaisons in October. Details coming soon.
- Lachlan developed an idea for an RDM OER and together with a team organized an informal coalition of Canadian experts and practitioners to pull it together. Louise is also involved.
- In September, Louise joined NDRIO-Portage's Data Storage and Repository Working Group and CAUL-CBUA's Digital Preservation and Stewardship Committee.
- Louise and Erin met with representatives from Queen's University and Carleton University to talk about the process of developing an Institutional Strategy.
- Consultations and presentations (for NASO and ORS in August) are keeping the Team busy, and we continue to participate in conferences, webinars, committees and conversations.
(L. Gillis)

In Other News...

- **Reference & Research Services** is returning to the Library Services portfolio, now that RDM is transitioning to Melissa Helwig's portfolio. I'm also happy to announce that Sarah Jane Dooley has agreed to be the lead on Reference & Research Services.
- I will be taking 3 months of my deferred **Administrative Leave** this year. My leave will run from November 1 til January 30th. Sandy Dwyer will be covering for me while I'm on leave and will have the appropriate level of signing authority.

MacRae Library

- I have been back in my office at the MacRae Library on a regular basis since my return from vacation in August. I will no longer be travelling to Halifax on a regular basis, only as needed. My current plan is to work 4 days in Library and work from home on Thursdays.
- Leah put a huge amount of work into preparing our spaces for the return of students this year. She has also been busy liaising with Facilities Management and contractors on the various projects happening throughout the building.
- Erin MacPherson has a busy schedule of information literacy sessions for the Fall and

- Jennifer MacIsaac and Erin Winchcombe continue to work on the various Alma migration tasks.
- Melanie Skidmore was hired as our Young Canada Works Summer student. She has been working on the Atlantic Canada Cooperative collection and has been supervised by Jennifer.
- Alicia Cattiaux was the successful candidate for the 9-month temporary position to backfill for Jolene during her secondment. Alicia has been a student assistant at the MacRae Library since 2017 and is a recent graduate of the Faculty of Agriculture.
- Our NSCC Library Technician student, Ryan Terry, worked with us on a 3-month temporary position to help with summer staffing and various projects.
- Building projects over the summer:
 - We are excited that our refurbished elevator will be undergoing inspection on September 22nd. We are looking forward to having a working elevator for the first time in over a year!
 - The parking lot was resurfaced over the summer (with a few complications that caused delays).
 - The doors on the top and middle floors have been replaced. With the completion of this project we now have accessible doors at the middle floor entrance, something I have been pushing for since I started at the MacRae in 2009. Key card access will be installed on the SLC entrance later in the fall.
 - The fire panel was also upgraded.

Meetings & Events

- Over the summer I served on the Selection Committee for the University Librarian position at the University of King's College. The work of the Committee is now wrapping up and it is hoped that a new UL will be in place early in the new year.
- I was involved in many meetings over the summer related to our reopening plans and promotions of library services.
- Dian Patterson is the new Associate Dean Academic for the Faculty of Agriculture and I had the opportunity to meet with her twice since she started in the role in July.
- August was the time of Annual Report meetings. I met both with librarians that I have a reporting relationship with. Some of these were individual meetings and some were joint meetings with other Associate Deans.
- I participated in a meeting to review the sound zoning levels of various spaces of the Killam Library, in response to recommendations from various assessment reports. Some changes are being made and those will be finalized within the next week.
- I have been working with Marlo on two new banners for use in the MacRae Library – one general Library banner for promotions and events, as well as a banner promoting the three spaces in the Multicultural Centre. We hope to have these finalized within the next month.
- I met with the new Assistant Vice-President, Research Services, Marlies Ries, to discuss the Research Commons project.
- Marlo and I met to review the first draft of the landing page for the Research Commons project. I will be calling a meeting of the group to discuss progress to date.
- Met with Marlo and Sandy regarding communications for the modified laptop loan service.
- Participated in a meeting with Joe Marando and the Managers of Access Services to discuss security services and the return to campus.
- I attended the first "School to Dal Pipeline" event that is designed to foster communication, collaboration and coordination regarding the recruitment and retention of Black, African Nova Scotian, Mi'kmaq and Indigenous students. There are three more events planned in this series and I will be presenting on Library initiatives and services at the November event.
- I attended the following other meetings and events:
 - CAUL-CBUA Indigenous Knowledge Committee (September)
 - Academic Leaders for the Faculty of Agriculture
 - Senior Leadership Team Meetings
 - MacRae Staff Meeting
 - Regular one-on-one meetings with my Team members and fellow members of SLT.
 - Service Evaluation & Enhancement Team (SEET) September meeting.
 - Regular meetings with the Campus Principal and Dean, Agriculture
 - Attended the Dal Libraries Summer Shine event and the SIM MI Welcome reception.

- Attended Novanet Alma Days, August 24, 25 and 26.
- Attended the SIM lecture: “Raising our Hands: Indigenous Data Sovereignty and Relationality in LIS”.
- Attended the Belong Speakers Series Event for Agriculture by Dr. Haorui Wu – “Rebuilding Lives Post-Disaster (COVID-19): Community Engagement for Advancing Resilience and Sustainability. “

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

Facilities

- Continue to attend regular project meetings for the Howe Hall tunnel upgrade
- Have been participating in planning meetings for the Indigenous Community Room in the Killam
- Arranged to having shelving removed from Indigenous Community Room
- Met with Project Manager and vendors re bid to install specialized shelving in Killam G70 to accommodate move of music scores
- Submitted requests to Facilities for consideration for Alteration & Renovation funding.

Finance

- Submitted balanced budget
- Submitted multi-year plan
- Submitted plans for using unspent Annual Fund and Endowment Fund
- With Managers of Access Services and Document Delivery met with Financial Services to discuss Credit Card Holder Data cleanup

Other

- Attended various SLT meetings
- Attended planning meetings for the Indigenous Community Room
- Along with Elaine, Sandy, Access Services Managers and the Manager of the Learning Commons, met with Security to discuss a return to normal operations
- Attended Summer Shine welcome reception for MI students
- Participated in interviews for the Manager, Library Services position at the Sexton Library

University of King's College Library and Archives

Dalhousie Library Council Report

September 2021

Library

After a water leak over the Canada Day weekend damaged the Reading Room, the Library remained closed for the rest of the summer while repairs were done. Fortunately, no books, artworks, computers, or furniture were affected.

The Library opened its front door to everyone on the first day of the fall term, Tuesday, Sep. 7. Library users have access without needing to make an appointment to both floors of the building, the stacks, and all study spaces.

Covid safety precautions are being maintained: masks are required at all times, and not every chair has been set out, in order to maintain physical distancing.

The Library started fall terms hours on Monday, Sep. 13:

Monday-Thursday	9 a.m. to 8 p.m.
Friday	9 a.m. to 5 p.m.
Saturday-Sunday	12 noon to 5 p.m.

Seven Student Library Assistants have been hired to work at the Circulation desk and on weekends.

The search for a University Librarian is in progress.

University

Classes have resumed, most of them in-person but some synchronous online. That has created a new user demand: day students who have a class by video in the middle of the day need a space to "attend" their class and speak. The four small computer rooms on the lower floor of the Library that have doors have proven ideal for that purpose.

Residences and Prince Hall (the dining hall) are open at a greater capacity than last year. Student services and student life have resumed, with the gymnasium and Chapel open once again operating, with Covid safety plans. The Wardroom (student pub), Galley (student café), and Co-op Bookstore are also operating in-person with safety plans.

Respectfully submitted,

Janet Hathaway
Interim University Librarian & Archivist

- Through the summer, our team worked extremely hard to get Learning Commons and classrooms in shape for September. We were also working with a vendor to complete classroom upgrades and deploy technology to enable some basic hyflex spaces should they be necessary.
- Due to an ongoing global computer chip supply shortage, the summer project was not able to be completed in time for September, but all classrooms were in a working state for the beginning of classes. The work will continue in the coming months.
- With Roger retiring and the two new positions for AV support that came from AV funding in the BAC report last year, we have hired Brett MacDougall who started on the 15th, Ryan Bauer who starts on October 4th and Sean Nightingale who will also start on the 4th.
- That left us short on the ground for the start of classes, but many people from the team came from their behind the scenes roles to help provide classroom support for faculty. Considering the circumstances, the first week went well overall.
- The Virtual Proctoring RFP is almost finished, we'll be making an announcement once the process is complete.
- ITS is expecting to roll out network changes over the coming months. This will bring significant improvement to network security and flexibility. We're working with them to ensure that we experience minimal disruptions.
- We are beginning some library infrastructure renewal as well. We're updating systems at the back end and will take place in two stages, one this year and one next.
- Everyone in ATS has been doing excellent work throughout the summer to bring us to this point and the results are reflecting that effort. Everyone is continuing to respond to the ever-changing circumstances around our work and they all deserve a lot of credit for that.

Online Teaching

Along with colleagues from CLT, we continue to fine-tune the online teaching website and to prepare for the move to Touch UI as part of the larger dal.ca web transition. We also continued monthly issues of the online teaching newsletter throughout the summer. We release the newsletter on the first Thursday of the month, so please get in touch before that if you have content for consideration for the next issue.

Literary Events (Dal Reads and the Raddall Reading)

For Dal Reads, I'm currently planning some events for fall and spring with the help of some faculty members from FASS, pending Dal Reads author Francesca Ekwuyasi's availability. This year's book, available as an eBook through the Libraries (with unlimited simultaneous borrowers) is [Butter Honey Pig Bread](#). I also developed a [LibGuide](#).

Along with Lindsay McNiff and Marilyn Smulders of the Writers' Federation of Nova Scotia, we are presenting a special event for this year's annual Raddall reading. We are celebrating 30 years of the Thomas Raddall Atlantic Fiction Award and recognizing the significant contribution by the Raddall family — who over the past 30 years has increased the size of the award from \$5,000 to the \$25,000 prize it is today. Completely funded by the Raddall family, the award is credited with growing and enriching an entire generation of Atlantic Canadian literature. Some past award winners (Anne Simpson, Don Hannah, John Steffler, Lisa Moore, Linda Little, and Michael Crummey) along with host Alexander MacLeod, will gather for an event on September 23 to talk about the impact the award has had on their lives and their writing. Each author will also read a passage from a favourite winning book. Register to attend the online event here: https://us02web.zoom.us/webinar/register/WN_4x7IDP6CRle2a4BHvox6hw

Senior Leadership Team

Throughout the summer, I worked with various members of the Senior Leadership Team to update the information on the website to more "back to normal" services. The updates continue as we adjust some services to a new reality, post-COVID. We are also working on some adjusted signage.

United Way Steering Committee

I am once again serving on the Dalhousie-wide United Way steering committee. We will again have an adjusted campaign this year as part of our ongoing response to COVID. We are currently seeking Employee Campaign Coordinators from many units and faculties, including the Libraries. Please get in touch if you'd like to be involved. Training is provided and it can be a very fulfilling and fun endeavor.

NS LGBT Seniors Archives

I continue to work with Dr. Jacquie Gahagan, who is now the Associate Vice-President, Research at MSVU; on events related to the NS LGBT Seniors' Archive, including a well-attended panel discussion about LGBT seniors' archives in the Atlantic region (Aug 24, [view the recording here](#)). Another online panel discussion happening in October will be announced soon.

Web Renewal/Transition to Touch UI

This is an ongoing project for everyone at Dal with a website and will be for the next two years. With help from my co-lead on this transition of the Libraries' site, Michelle Paon; feedback from the Dal Libraries' web team; and a Young Canada Works intern that we have until January; we are currently working our way through the required training and preparation exercises as laid out by the Dal.ca Web Transition Team. We've had two training sessions so far, with a third scheduled September 29 and a fourth scheduled in mid-October. Thanks to our YCW intern, Christina Cheung, the inventory of our website is almost complete and we will soon be moving on to the auditing portion of the process.

I am also part of a new Web Operations Working Group that meets monthly. This working group has members from Dal's web team (which is made up of people from ITS and CMC) as well as some faculty and unit communicators such as myself. The role of Web Ops Working Group is to "ensure a consistent user experience across external digital platforms, rooted in a content strategy that leverages an omnichannel approach, promoting a seamless user journey that enhances the reputation of Dalhousie." There are ten of us on this working group.

Cross-campus Communications

I continue to attend meetings organized by Communications, Marketing & Creative Services (CMC) with communications colleagues from across Dalhousie. These continue to be a productive way to learn about other initiatives around the university and to share our relevant updates as well.

4 Seasons of Reconciliation

I spent some time this summer working with our 4 Seasons of Reconciliation implementation team, testing/completing the course, and preparing communications for university-wide rollout. The course was shared internally with Dal Libraries staff a week or two before the bigger rollout to the university community. I am working with Human Resources and HRES to get the word out in various ways, and please feel free to share the course information with your faculty contacts. Information about the course and the registration link can be found here: <https://libraries.dal.ca/services/4-seasons-of-reconciliation-course.html>

Digital Strategy

I have also been working on the communications for the rollout of Dal's digital strategy, which Donna is co-chairing. This has included scripting a video, working with Design Services on a graphic treatment of a summarized version of the plan, as well as the development of a web page that will live off Dal's strategic plan site.

Summer Shine

As always, it was my pleasure to provide support for the Summer Shine event, including designing a program summarizing the interns' presentations and featuring profiles of our interns on our blog and social media channels.

General Communications

With thanks to Johnelle Sciocchetti for her support promoting library workshops and services on our social media channels. Johnelle supports me in these efforts as her busy schedule in Doc Del and Access Services allows.

W.K Kellogg Health Sciences Library | Research & Scholarly Communications

Highlights for Library Council, September 2021

Research & Scholarly Communications:

UNIWeb Activities:

- Communication with Diego from Proximify regarding Spring update and Ankit Vig our new project manager.
- Learning about their new bug tracker system and Statement of Work (SOW) process
- Working through bugs from the Spring update

CAUL Innovation Grant review Committee: Melissa Rothfus is serving on this committee.

Research Data Management:

- Meetings with RDM members and Elaine MacInnis to start transition of RDM to me for November 1st, 2021
- Reviewed draft of Research Data Management Librarian position

Committee Updates: Worked through updating membership on various committees (OER Working Group, Open Research Committee, etc) as the Associate Dean Research & Scholarly Communications.

Kellogg Health Sciences Library:

Staffing News: Louise Gillis will be continuing her RDM Librarian role at the Kellogg library while also covering liaison librarian duties for the College of Pharmacy and School of Health Administration.

Renovations to the College St. Entrance of the Tupper Building: Ann first reported on this in May 2021, and this work continues. Just a reminder for those providing directions: The entrance is blocked off for renovations, which means after hours book returns, and curb-side pickup, are impacted. Books should be returned to one of the other libraries that have an external book drop. Curbside pickup is being offered via the Kellogg Emergency Exit which is also on College St. a few meters down from the main entrance.

Fall Teaching: In-person and online teaching sessions for Fall 2021 started in August. So far 6 in-person sessions, 12 online teaching sessions, 1 hybrid session, and 4 asynchronous sessions. have happened. Jackie Phinney has recommenced her role as a case-based tutor for the Med 2 curriculum.

Refresh of the Pharmacy LibGuide & Retirement of Dal DIR (<https://www.dal.ca/diff/druginfo.html>): With the Dal Web renewal happening, the time has come for DIR to wrap up and merge with the Dal Libraries Pharmacy LibGuide. In making this decision we (Pharmacy Librarian, Dal DIR team, Kellogg Intern) reviewed the most used DIR pages and ensured that content has been transferred to the Pharmacy LibGuide. To help the transition, DIR will remain up until October 4, and then will be redirected to the Pharmacy LibGuide. Guidance has been provided to the Faculty, Students, and Kellogg Reference providers on this move.

College of Pharmacy Residency Committee Presentation: Louise Gillis, Geoff Brown, & Melissa Helwig put together a brief presentation to the College of Pharmacy Residency Committee on DalSpace to aid in future resident projects being submitted and kept in digital form instead of print.

The Cy Frank Legacy Lectureship: Attended the 2021 lecture titled: The Impact of Science and the Science of Impact given by Dr. William Ghali.

Wrapping up WILU 2021: General post-conference activities and passing the baton to WILU 2022 hosts McGill University.

Committee Updates: Worked through updating membership on various committees and attending meetings (UMECC, Faculty of Health, etc) as the Head of the W.K. Kellogg Library.

Respectfully submitted,
Melissa Helwig

Report to Library Council

September 23, 2021

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

Associate Dean Resources

Heather MacFadyen submitted a request for US dollar reconciliation funds in April. In late August we were delighted to learn that the Libraries would receive \$1,488,254 to off-set the currency differences between the US and CDN dollars in System-wide EAF subscription purchases.

Heather provided a session between Library Heads, Resources managers and Janice Slauenwhite to review the steps by which budget variances are calculated as the year progresses.

After an extended period of analysis and discussions with the vendor and the CAUL consortium, the Dal Libraries transitioned to the [ProQuest Central](#) license that combines several types of online content. Dal users will continue to have access to seven subscribed databases (*ABI/INFORM, Agricultural & Environmental Science, Biological Science, CBCA Complete, Earth, Atmospheric & Aquatic Sciences, Nursing and Allied Health and Research Library*) and 13,000 full-text journals and will gain access to an additional 6,500 full-text journals, with minimal loss of content. Users will still be able to access the individual databases by using the Libraries' A-Z Database list or via the database list on the ProQuest interface. Many thanks to Heather MacFadyen for exploring this option, to Phil Laugher who assisted with extensive comparison work and to Kirsten Huhn who persisted in seeking a price advantage that eventually saved the Libraries US\$20,000 annually! More information about the [ProQuest Central product](#) is available from the vendor's site.

During the summer, the 4 Seasons of Reconciliation (4SoR) Professional Development Implementation Team expanded to include Elaine, Marlo, Sandy, Kirsten Huhn, Sam Adema, Michelle McDonald, and me. Team members tested the product by enrolling and taking the ten course modules and quizzes. Other testers included Julie Marcoux and several members of the Indigenous Advisory Council, who provided feedback on content and continuity. We requested several revisions/additions, including opening videos by Elders who were from east coast First Nations communities - also that Reconciliation Education provide a trigger warning as a preface to sensitive content. By July 28th, setup and testing were complete, and the team alerted the Dean of Engineering that 4SoR was ready to be introduced to his faculty and staff. During the week of August 23, 4SoR was introduced to Libraries staff, and in mid-September, the course was promoted to campus-wide faculty and staff. Supported by the Dal Libraries, the 4SoR subscription has been funded this year by the Faculty of Engineering, and in future years, it will be funded by other faculties. (Note: This product's license permits its use by faculty and staff but not by students.) Many thanks to everyone involved in the 4SoR discussions, testing, rollout and communications with various departments on campus!



The Libraries have made a three-year supporter commitment to the [MIT Press Direct to Open](#) eBook initiative. A long-standing academic publisher of note, MIT Press publishes books in the humanities, sciences & social sciences and for over a decade has published an increasing number of monographs as Open Access. They will publish about 90 titles/year in the D2O model.

For more than four years, through the Canadian Research Network (CRKN), the Dal Libraries have supported the SCOAP3 has funded the publication of 35,000 open access articles in a number of leading particle physics journals. In a recent extension of this project, SCOAP3 has negotiated the conversion to open access of 102 published books in the same subject area. In July the Dal Libraries committed to a one-time contribution to the [SCOAP3 for Books](#) initiative.



During the summer, Heather facilitated meetings to review the year's Streaming Video request/sourcing processes. The Stream Team met to discuss the communication flow between the Resources team, Copyright,

Course Reserves, and liaisons during the request and fulfillment processes. In a separate session, liaisons/selectors provided input with respect to communications between the Libraries and faculty who request films.

During the summer, the priority for Resources staff was to move the [Killam Reference Collection](#) out of the J. J. Stewart Room so that renovations could begin to transition it to an Indigenous Community Room. Sarah Stevenson, Gail Fraser and Amanda Sparks collaborated to manage the orderly transfer of both weeded items and titles to be retained/transferred to stacks to a separate ground floor room. Many thanks and congratulations to all Libraries staff who were engaged in this very complex and difficult task!

During the summer, liaisons and the Resources team continued selection/appraisal on a significant gift of monographs related to Atlantic and New England history, Indigenous-related texts, rare books and government documents donated by Jim Prosper, the first Mi'kmaq Engineering graduate of the Nova Scotia Technical College (now Dal Faculty of Engineering).

Resources will reactivate the Better World Books initiative, whereby some donated books not needed by the Libraries are packaged and shipped to a supplier of second-hand books to academic markets.

The new Gifts Advisory Committee met twice to draft its terms of reference.

Preparations continue in terms of setting up [alumni access](#) to some of the Libraries' e-resources. The Resources team contacted several Canadian academic libraries to enquire about the most feasible access set up that will respect licensing requirements. Heather has been working with David Miffen and a number of Dal alumni to do testing and to identify and address potential access issues.

Heather reviewed the Libraries' [InSync survey](#) respondent comments related to Resources topics/issues and categorized them into: those that the team may be able to address, those that require further study, or issues that need to be referred to a liaison or with which we may need to check in with other teams.

I participated in discussions with the Dean of Libraries, Elaine MacInnis, Sandy Dwyer and Janice Slauenwhite with regard to workspaces for Resources managers and librarians. In the return-to-campus arrangements, Resources Licensing Manager Carlina Gillis will occupy an office space at MacRae Library, with monthly visits to Halifax for meetings with staff and managers.

Resources team members attended Alma Training Days (August 24-26). Heather, Kirsten and Gail provided input and reviewed an [Alma migration](#) form for a late August deadline.

The [Web Advisory Committee](#) met four times with discussions focused on training and deliverables for the website renewal. In July, Marlo, Krishna and I interviewed candidates for the position of Young Canada Works (YCW) Website Renewal Intern. Christina Cheung, a recent graduate of Dalhousie's Bachelor of Applied Computer Science program, was hired and will be in the role for six months (until Jan 2022), under the supervision of Marlo (with backup by Krishna Sirivuri). Marlo and I provided orientation to the intern. I was in regular contact with Marlo, Sandy and Janice, as well as with the YCW Program Coordinator to confirm the steps and documentation in the hiring process. Along with Marlo and Christina, I have been among numerous Web Advisory Committee members who have attended the campus-wide web renewal training sessions ([AEM to Touch UI Transition presentation](#) - July 19; [Inventory Your Content session](#) - July 28; [Plan Your Site](#) - Aug. 26).

As the Council of Atlantic University Libraries (CAUL) rep, I participated in two meetings of [NORTH/NORD: The Canadian Shared Print Network's Steering Committee](#). The committee recruited a part-time Network Coordinator (Trish Chatterley, University of Alberta) who has begun one-on-one meetings with committee members and with the initiative's funders (eg. met with CAUL Executive Director Cynthia Holt in Sept) to discuss regional priorities.

Sexton Library

- In mid-August, the Sexton team moved furniture from the mezzanine and Room B308 back into place throughout the library's upper floor and prepared the facility for re-opening. Many thanks to Sexton staff for accomplishing this hard work in short order and during a heat wave!
- Bookable study room A207 located on the floor below the library is available again, with seats reduced to four.
- Met with Manager Kellie Hawley to discuss messaging and process for potential weather-related closures of Sexton Library's stacks/study spaces and study room A207.
- Participated in three Sexton staff meetings. Participated in meetings to discuss Sexton fall Reference Services.
- Kellie, Sarah Jane Dooley and I discussed updates to Hours, Reference & Research and Resources webpages.
- Discussions with Donna, Sandy, and Janice related to ventilation in the public and staff areas of the library.
- Sexton Library has discontinued the thesis binding service that had been available pre-COVID. The [Faculty of Graduate Studies website](#) now suggests several options to students who wish to have their thesis bound.
- Met with the Resources Licensing Manager to discuss pre-approval schedule for Sexton database/journal renewals.
- Sexton Library liaison librarians met with Phil Laugher to consider serial subscription conversions from print to electronic. Thanks to Phil for compiling information related to online subscription pricing and availability.
- Space Planning/Facilities Management photographed Sexton Library spaces to assist in floor plan updates.
- On July 26th, Kevin Ahern joined the Dal Libraries and the Sexton team as a Library Assistant. Kevin is a graduate of the Library and Information Technology program at NSCC. He has worked at the SMU Patrick Power Library and the Halifax Central Library and has experience in access services and IT. Welcome, Kevin!
- The Sexton Library's Interim Manager of Library Services Kellie Hawley returned from medical leave on August 3rd. Kellie's secondment has been extended to October 31, 2021.
- Gina Coates served as Interim Manager of Library Services in Kellie's absence from June 1st to Aug. 3rd.
- Since the spring, Lauren Davis has been filling in during Cassandra Larose's one-year secondment to an Instructional Support Technician role. Lauren's contract has been extended until March 31, 2022.
- In mid-September, I served on the selection committee for the Manager of Library Services, Sexton Library, interviewing three candidates.
- Kellie, Lauren, and Kevin are engaging in Sexton-related subject reference training.
- Sarah Jane Dooley joined the Research Data Management team as the representative from Sexton Library.
- Dr. Graham Gagnon, professor in the Department of Civil and Resources Engineering has been appointed as Dean, Faculty of Architecture and Planning for a two-year term effective July 12, 2021. The Dean of Libraries and I met with Dr. Gagnon on July 16th to discuss library services for faculty and students.
- The Dal Archives staff completed the digitization of historic Engineering class photos that used to be displayed in Sexton campus buildings. The photos will be catalogued and available online.

Liaison Librarian

- Met with Dr. Eric Oliver to discuss OCEA Honours session. Taught session on Sept. 20th (4 attendees).

During the summer, I participated in the following meetings / attended events:

- Senior Leadership Team (4), Libraries Town Hall (4), Update meetings: Dean of Libraries, Associate Dean Services (4).
- Meeting with new Associate Dean - Research & Scholarly Communications.
- Update meetings with: Sexton Library Managers; Resources Management Librarian; Collection Analysis Librarian.
- Annual report meetings with librarians K. Huhn, H. MacFadyen, S. Dooley, and A. Fulford.
- Scholarly Resources Management Group - Sept. 20
- Research Commons webpage project meeting - June 29.
- Prepared report and participated in Faculty Council - Engineering (June 24th).
- Novanet Alma Training Days (Aug 24-26), SIM Intern Summershine; Newsbank vendor rep. meeting

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

Libraries HR Highlights

Staffing

- Kevin Ahern was the successful candidate for Library Assistant position at the Sexton Library. He began in the position on July 26th. Kevin is a graduate of Saint Mary's University's Bachelor of Science/Computer Science program and holds a diploma from NSCC in Library & IT Studies. Before coming to the Dal Libraries, Kevin worked at both the NSCC Library (Ivany Campus) and at the Patrick Power Library at St. Mary's. He was also a technology intern at the Halifax Central Library which included delivering technology instruction and working on projects related to library e-resources.
- The first attempt at filling the the Library Services Weekend Supervisor (C5) position at the Kellogg Library ended in a failed search. The position was reposted and closed on September 16th. It is anticipated that interviews will take place the first and second weeks of October.
- Alicia Cattiaux-Fraser was the successful candidate for the temporary, nine month, Library Services Assistant position at the MacRae library (backfill for Jolene Reid). Alicia is a Dalhousie graduate and has worked in the MacRae as a student assistant since 2017.
- Interviews for the Manager, Library Services at the Sexton took place the week of September 13-17. The members of the search committee are Michelle Paon, Allie Fulford, Gail Fraser, Janice Slauenwhite and Sandy Dwyer. A hiring proposal has been initiated on our top candidate and we will soon be moving to checking references.
- Brett MacDougall (started Sept. 15) and Ryan Bauer (starts Oct. 4) were hired in the full-time permanent Classroom Technology Technician positions, in ATS, on the Halifax campus and Sean Nightingale (starts Oct.4) was hired for a one-year term Classroom Technology position, in ATS, on the Truro campus.
- Irene Kuhirwa quite unexpectedly announced her plans to take early retirement and finished up in her position in Killam Access Services effective September 16th. We wish Irene all the best! Our plans are to post this position and anticipate having someone hired by November 1st.
- Sangeet Goyal has accepted employment elsewhere and resigned from her term position as an Instructional Support Technician in ATS effective September 6th. A posting to fill the remainder of her term (7 months) will close on September 20th.
- The posting for an Archival Processing Assistant (fifteen week temporary position) will close on September 20th. The Archival Processing Assistant will assist in undertaking a variety of archival processing projects on several recently acquired archival collections within the Dalhousie University Archives.

Alma Implementation Steering Committee

- The members of the steering committee have continued to meet weekly. We have completed and submitted our third party integration form, the authentication form and our migration form. A special thanks to everyone who helped get these completed.
- Alma Days were held on the afternoons of August 24 – 26th. Recorded sessions and/or slides from this event can be found at <https://www.novanet.ca/novanet-days-2021/>
- The Steering Committee members are working on setting up a training working group. The two representatives from the Steering committee on this group are Jennifer Richards and Sandy Dwyer. The draft terms of reference for this group are as follows:
 - *The purpose of the Working Group is to plan for and organize the roll out of Alma training for Novanet library staff. This includes the Ex Libris-led 'train the trainer' session as well as the broader Novanet library staff training. The group will be composed of a Steering Committee member, a Novanet staff member and three members from the Novanet Libraries. The Group reports to the Steering Committee.*

- *Major responsibilities include:*
 - *Recommend a plan to provide Alma training to Novanet library staff, both pre- and post-go live.*
 - *Work with the Service Groups and others, to identify the broad areas of training required in Alma.*
 - *Oversee the development of training modules by the Service Groups.*
 - *Develop a training schedule for the Ex Libris 'train the trainer' sessions and for the broader Novanet library staff training.*
 - *Identify individuals who require training in each area.*
 - *Assist the Steering Committee in locating training venues and/or technology to deliver the training.*
 - *Assist the Service Groups and Novanet staff in scheduling trainers.*
- The Steering Committee is also discussing plans for a PR/Communications working group.
- Staff are encouraged to play in the Alma sandbox with the logins/passwords, that have been provided to the managers to share with staff, and the "Getting to Know Alma" activities available on the Novanet Website. Please check with your manager for this information if it has not yet been shared or you may contact me directly. Please note that this is just an introduction to Alma not the formal training that we will be organizing for staff.

Library Council Report: 23 September 2021: AD Planning | Head of Killam

AD Planning:

Strategic planning process: The Strategic Planning Team met several times over the summer and in a flurry of September activity, we have determined a plan of engagement for all Libraries' staff.

We'll be starting with a series of online consultation conversations with Libraries' employees across all sectors in their local units. If you would prefer to join another group, that option will be available to you.

The questions for the consultation conversations will be distributed in advance so you have time to consider your responses. For those who do not enjoy that kind of consultation process, there will be an opportunity to provide written feedback either directly to the committee or through the anonymous feedback form.

Facilitators for these sessions will come from within the Libraries, but not the group invited to the consultation. Each session will have one or two note-takers, depending on the size of the group. Notes will be circulated back to the participants to edit for accuracy. All the notes from all of the sessions will be compiled to determine themes and broad directions. The outcomes of this stage will inform a survey and/or a draft set of strategic directions. We're looking forward to hearing what you think the Libraries should be striving for in the next five years.

Library Council Ad-hoc committee: Over the summer this group has been working on a set of short surveys for the DFA librarians.

Accessibility: The Dalhousie University Accessibility Advisory Committee met last week for updates from all of the Working Group leads. Most of the Working Groups are making strong progress on their recommendation documents and DUAAC co-chairs Jasmine Walsh and Quenta Adams do not expect difficulties for Dal to meet the April 2022 provincial government deadline for submitting our plan for Accessible 2030.

Over the summer, intern Sam Schwank developed a scheme for evaluating the accessibility of our ebooks and other e-resources through Opinio. Those of you who attended Summer Shine got the very brief tour of the project. It is my intention that we implement the protocol this fall and begin the evaluation of our ebooks with an eye to both Accessible NS 2030 and evidence-based collection decisions.

Head of Killam:

The major accomplishment for Killam Reference and Research Services was a complete overhaul of the Killam Reference Collection. We needed to clear the room by August 13, and we met the deadline. Our collection is still larger than initially hoped we are down to approximately 90 shelves of Reference items from the entire JJ Stewart room. Many, many thanks to all of the liaisons for their work, Amanda Sparks and the Access Services team for pulling material from the shelves and moving it to the 'swing space' and Gail Fraser and the Resources Team who caught anomalies, updated the catalog and discard materials that had passed their useful lifespan. This was an inter-team project and it would not have been successful without all three groups working together. There is still some work remaining before we can truly call this complete, including weeding of the stacks to make room for material moving upstairs, and another pass at reducing our Reference materials. The new home for the Reference collection will be along the north wall of the Downie-Wenjack Legacy space, behind the standup express workstations. This move makes room for the new Indigenous Community Room.

Also over the summer, plans have been made to upgrade the shelving for our music score collection. This involves the installation of purpose-built shelving in G70 to properly house our sheet music and score collections. This is a long hoped-for development which will protect our significant investment in these resources and make it easier for users to find the materials. The first phase of the project will be renewal of the carpet in G70 in November, followed by the installation of the shelving units starting in late December.

The summer months including a surprising number of meetings supporting the aforementioned highlights. One additional meeting of note took place last week with the first Faculty of Science Council meeting of the 2021-2022 academic year. Council welcomed the new Dean (and Council Chair), Charles (Chuck) MacDonald. Chuck is a Halifax native, and a Dal graduate. He is an accomplished scientist and administrator and comes 'home' to Dal from Carleton University. I am excited about his leadership in the Faculty of Science.

Respectfully submitted,
Sarah Stevenson