

Library Council Meeting  
Minutes  
September 14, 2023  
130- 320hrs  
Microsoft Teams

Present: Jaclyn Chambers Page (Chair), Courtney Bayne (Vice-chair), Carol Richardson (Secretary), Allison Fulford, Amanda Sparks, Anne Matthewman, Creighton Barrett, Dominic Silvio, Elaine MacInnis, Erin Macpherson, Geoff Brown, Gina Coates, Hannah Steeves, Hershman Fernando, Jackie Phinney, Jan Pelley, Joe Wickens, Joyline Makani, Julie Marcoux, Karen Smith, Kirsten Huhn, Kristy Read, Leah Unicomb, Linda Bedwell, Lindsay McNiff, Louise Gillis, Marc Comeau, Mark Lewis, Melissa Helwig, Melissa Rothfus, Mick Bottom, Nicole Marcoux, Ratna Dhaliwal, Robin Bishop, Robin Parker, Sai Chua, Sandy Dwyer, Sarah Jane Dooley, Scott MacPherson, Tracy Lenfesty

Regrets: Carlina Gillis, David Michels, James Boxall, Jason Flynn, Louise Spiteri, Roger Gillis, Samantha Adema, Sarah Stevenson, Shelley McKibbon

1. Territorial Acknowledgement

The Territorial Acknowledgement was read by Jaclyn Chambers Page.

2. Approval of the Agenda

**Motion:** To approve the Agenda as circulated.

S.J. Dooley / R. Bishop

Carried

3. Introductions

Welcome to our new Library Council Members: Hershman Fernando, Manager, Financial and Physical Resources and Nicole Marcoux, Research Assistance and Subject Liaison Librarian.

4. Approval of the Minutes from meeting June 22, 2023

**Motion:** To approve the Minutes from the June 22, 2023 meeting as circulated.

N. Marcoux / L. McNiff

Carried

- Business arising from the Minutes of June 22, 2023  
No business arising.

5. Senior Leadership Team Reports to Library Council

Highlights:

Kristy Reid

- The Writers Federation of Nova Scotia event was a great success. Thank you to Lindsay McNiff for all her hard work for this event.
- The hours widget is now up and running.

Allison Fulford

- There is a new report, problem link in all Primo records. Just working on some final details in the background with Resources and Discovery. The link will go to the eResources help form. Thanks to Joe Wickens and Brad Dewar for bringing this to the Libraries.

### Mark Lewis

- There has been a lot of staffing changes at the Law Library since the last Library Council meeting. Linda Clark and Anne Matthewman have retired. Anne has returned on a limited term part time appointment until the end of 2023. David Michels is on sabbatical until January 2024, Hannah Steeves is back from sabbatical and Mark Lewis is now in the Chief Law Library position. The Collections/Access position interviews have taken place and the hiring committee are moving to the next steps in the hiring process.
- AI and the academic implications was a significant topic at ADAC (Associate Dean Academic Council), addressed by Christian Blouin (CS) who is the Institutional Lead of Dalhousie's AI Strategy. It was noted, there has been a working group created who can help provide guidance for the Libraries and how it affects our work.

### Sandy Dwyer

- Along with Hershman Fernando and Nicole Marcoux as new hires, we have Madison Gilfoy in the Resources Department and John Cameron in the Academic Technology Services (ATS) Department.

### Marc Comeau

- Ouriginal, formerly Urkund has been bought out and will be turned off at the end of December. Dalhousie is rapidly moving to another platform.

### Questions and Comments:

For problems like "Novanet doesn't work on-campus only", is the resource problem form our best bet, or should we be flagging problems elsewhere?

*Submit a ticket to [support@dal.ca](mailto:support@dal.ca) as well to make sure everything is covered. It was noted, Resources are looking at moving to Footprints which has IT support backing on ATS which will help direct the question to the appropriate person via IT. Robin Bishop and the Resources Team will continue to work with Mick on this endeavour.*

For library links using the proxy, will those eventually have 2-factor authentication as well?  
*Yes, everything at Dalhousie will have two factor authentication eventually.*

JoVE has a webinar called ChatGPT and Libraries: Applications for Teaching and Learning.

**Action:** Melissa will send the link to the LC listserv [Update: link has been sent].

### Elaine MacInnis

- Thanks to everyone who participated in the Welcome and New to Dalhousie events. It was noted, there are lots of students using the Libraries.
- Kudos to ATS and the Managers for testing the new hours widget.
- There is a lot happening at the Killam. The new table for the Ko'jua Okuom arrived yesterday. The exhibit from Halifax West and the Seven Sacred Teachings from Lorne Julien are all in the Killam Library now. Please take a look at these when you get a chance.

### Dean of Libraries

- Working with Elaine MacInnis, Leslie Fillmore, Catherine Martin and Halifax West High School to have the exhibits in the Ko'jua Okuom. It's a pleasure to have the Seven Sacred Teachings by Lorne Julien here in the lobby of the Killam Library (the artwork will eventually be put on the exterior of the Killam Library).
- Welcome Hershman Fernando to the Dalhousie Libraries. A critical role in the Libraries has been filled.
- Pleased with the way Marc Comeau brought forward the issues with the plagiarism detection tool and how quickly it was moved with the identification of the problem and then the support of an option moving forward.
- Pleased to work closely with Archives, Records Management and Special Collections as their Associate Dean for the time being.
- Received a report from Advancement about a donation that had information that wasn't accurate so this had to be corrected.

Questions:

On your Carl tour, what was the most surprising experience.

*There was a lot to the tour but there was a guided tour to Iqaluit and surrounding areas by an Indigenous guide. This person had been involved in a really contentious process at Carleton University about renaming of a building(s) and were able to bring them into a meeting to talk more about that work they had done at Carleton and being very open about challenges that are faced in our organizations by people who point out structural issues like racism. It connected what we are doing in the north and in our own institutions.*

#### Melissa Helwig

- Met with Melissa Rothfus, Louise Gillis, Jason Flynn and Ahmed Mahdy to test and talk about single sign on for Borealis and Orchid ID which may soft launch this weekend. The changes will take place over the course of a week. Communications about the soft launch will also come out soon.
- Met with Michael Vandenburg, Louise Gillis and Maria Polosky about Open Science in Nova Scotia. Maria is doing some consultation for Research Nova Scotia around Open Science. Melissa shared some upcoming sessions and a survey Maria is doing as part of the process so please take some time and fill out the survey when you see them come out.
- Serving on a medicine accreditation subcommittee and going through a peer review process.
- Two trials are out right now. Neurosurgical Atlas tool has been a really nice tool but has been slapped with a paywall so currently trialing two other tools to see if there is anything better out there.

#### 6. Highlights from the Senate Report - Shelley McKibbon

No report was submitted.

#### 7. Head of Killam position update

A draft of the Head of Killam position has mostly been complete. There is a good description in place that captures the Head of the Killam role. A draft will be sent by email to those appointed to the Killam Library and then it will be sent to the Library Council listserv. Thank you to Elaine MacInnis for stepping in as Interim Head of Killam while we wait to get this position filled. Please send any feedback to Michael Vandenburg.

Questions:

To confirm, the Head of Killam will not have an Associate Dean portfolio.

Yes

#### 8. Library Council Annual Report

**Motion:** To approve the Library Council Annual Report as submitted.

J. Makani / J. Phinney

Carried

#### 9. Library Council Committee reports

- LIPCC Annual Report

**Motion:** To approve the LIPCC Annual Report as submitted.

S.J. Dooley / N. Marcoux

Carried

Highlights of the report:

- The LIPCC year runs from November - November.
- Sarah Stevenson is on leave and then will retire. Michael Vandenburg has stepped into the leadership role for now.

- Discussions are ongoing about the Internship program at Dal Libraries. This is the next steps in evaluating why we have the program.
- Jackie Phinney and Courtney Bayne are not reoffering as Co-chairs so a new Chair or Co-chair(s) are needed. Please consider this role if you are a supervisor. It would be good to have the new Chair in the role before the November meeting when there will be more discussion on the Internship program. It was noted, being Chair or Co-chair wasn't a burden on the workload. Thank you to Courtney and Jackie for their time as Co-chairs.

- Dalhousie Libraries Service Point Committee (DLSPC)

**Motion:** To approve the Dalhousie Libraries Service Point Committee Annual Report as submitted.

J. Phinney / R. Parker

Carried

- Laptop Loan Program has been a very successful program. Did a Guerrilla Assessment back in April/May 2023 to see how the students were using the program, what was working and how we can improve the service. The results of the assessment have been sent to the Senior Leadership Team and should soon be available to library staff.
- This is the first year since the group transitioned from the Service Enhancement and Evaluation Team back to the DLSPC since the pandemic. Since then, more reps were added from other areas such as Archives, Records Management and Special Collections, and Document Delivery.
- Thanks to Amanda Sparks for providing the information on the Laptop Loan Program and Kelly Hawley for providing the report on the feedback button. Any questions about the feedback button should be directed to Linda Bedwell or Kelly.

Thank you to Gina Coates and Sarah Jane Dooley for their work on this Committee.

## 10. New Business

Update on the Second Science Librarian position

There is no update available today but the Dean will send an update to the Library Council Listserv soon.

Frequently asked questions (FAQ)

An internal FAQ or Decision Tree for staff was suggested to have on hand when questions arise and staff are unsure of who to send them to eg. quick links for who to contact in Resources. This would be good for new staff as well as staff who have been here for some time because of staff turnover in Resources in the last few years. The email address for Resources is [library.eresources@dal.ca](mailto:library.eresources@dal.ca). It was noted, Resources may use footprints so stay tuned.

SharePoint for the Libraries

When we are using Teams, we are using SharePoint. Every Team that gets created generates a SharePoint site. When Teams or SharePoint sites are created, those SharePoint sites are different than a structured SharePoint site that is actually created through MyDal or with SharePoint Team through ITS. There is no actual Team with ITS for Teams or the SharePoint site is connected to the Teams sites so the intention and purpose and functionality of Microsoft Teams is for collaboration, not a long time storage solution where there is more structure and control in regards to the background elements and capabilities of a structured SharePoint site. It was noted, there is "@" feature to alert someone in case the question needs a timely response. It was noted, The Dean does not want the libraries to pursue a LibAnswers feature for staff because it's not the structural solution to the problem that he would want the libraries to pursue. Please send any questions or concerns, to Courtney Bayne. The Records Management office are doing training sessions for Teams.

## 11. Announcements

Thank you to Michael Vandenburg and Kristy Read from Joyline Makani for supporting her research endeavours. A reminder about the invitation to participate in a research study "Making a Difference, Join our Study on Sustainable Development at Dalhousie". The research group will be at all four library locations throughout September. Give your feedback on any concerns you have. Extending the voices to the community at the Halifax Public Library in October. If you have any questions, send them along to Joyline.

The Flags have been lowered for Dr. Mary Kilfoil. Joyline has been working with Dr. Mary Kilfoil on a research grant from SSHRC.

## 12. Question period

Would Dal Libraries consider offering bursaries for library school students to help with professional development.

*The Dal Libraries do not have a budget for providing funding for students to attend conferences but the Faculty of Graduate Studies has bursaries and travel allowances for graduate students. The Conference on Academic Library Management (CALM) is also a great conference that provides opportunities for students and provides funding (you need to apply). The Access Conference that is taking place this fall in Halifax has offered for 3 registrations for students to attend.*

How do you get a budget for things like events or admin support for hiring committees?

*Start by talking to your supervisor about the event and go from there. There is limited funding for library related events and you should include Kristy Read on these requests for consideration.*

Admin support for hiring committees

*It may be good to have a meeting with the Committees to help Michael understand the work that takes place within the committees and how admin support would help.*

# Resources/Sexton Design & Technology Library | Library Council Report

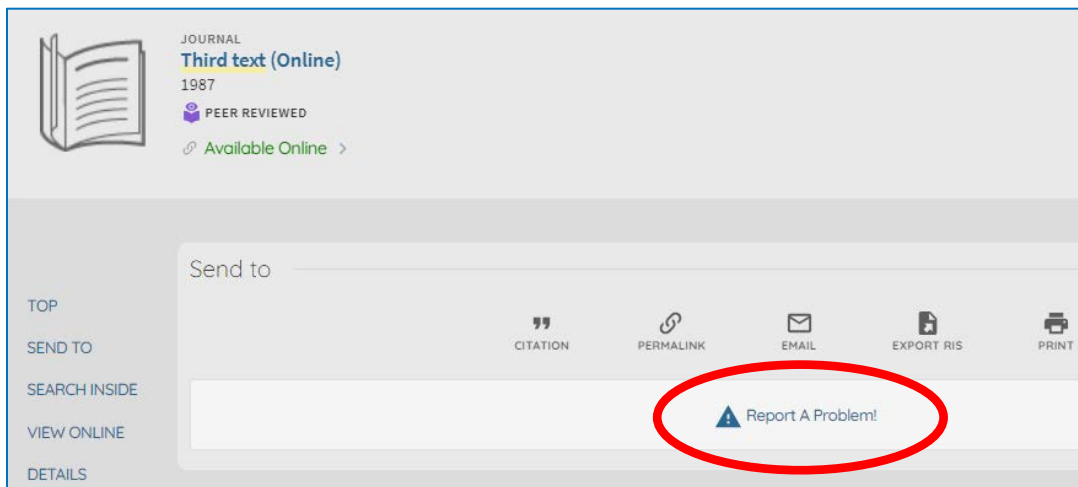
Submitted by: Allie Fulford

Date: September 14, 2023

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## Monthly highlights (1-5 key events, meetings, etc.):

- Interviews and presentations have been completed for the limited term Subject Liaison and Alma Support Librarian in the Sexton Library. Four candidates went through the process, which is continuing through the final stages.
- Collaboration with Novanet colleagues continues in weekly Tuesday morning meetings devoted to workflow discussions and planning. Each week will be devoted to a different workflow, beginning September 5 with orders and claims.
- A *Report A Problem!* link has been added to all Primo records, currently in the Send to area of the full record view:



It is great to finally have a report function within Primo. Thank you to Joe Wickens and to Brad Dewar at the Novanet Office for bringing about this enhancement. Our Resources and Discovery teams are currently working on questions related to the form to which problems are sent, as well as to final placement of the report function. We'll be sure to keep you up to date regarding any developments.

## Important news (Notable news with a University or Library-wide impact):

- The USD reconciliation report for FY 2024 has been submitted to Financial Services. This report and the funds received are essential for acquisition budget planning and spending.

## Announcements (staff acknowledgements, upcoming events, etc.):

- Madison Gilfoy began with the Resources' Team August 28. Welcome Madison!

# AD Library Services, Head, MacRae Library & Interim Head, Killam Library- Report to Library Council

Submitted by: Elaine MacInnis

Date 13 September 2023

Highlights for September

Associate Dean, Library Services:

**Copyright** - The copyright office will visit each faculty council this fall to provide a refresher presentation on copyright essentials for the classroom.

**Data & GIS Services** - Jennifer Strang's instructional material from the [GIS Centre's Lunchless Learn Series](#) (which will itself run from September 26 to October 18) will be added to a GIS-related course's Brightspace at the request of a professor.

**Document Delivery** – The new e-store site for Document Delivery is now live, allowing them to invoice and accept payments in an online portal, eliminating the need to accept credit card payments by phone.

## **Indigenous Services - Special Projects**

- In July, staff from Halifax West (Wendy Lawrence and Robin Jensen), along with one of their students, installed in the Ko'jua Okuom a series of exhibits created by Halifax West students. These exhibits are on loan to Dalhousie and include red dresses, an interactive board on which you can place your hand to hear a student talk about murdered and missing Indigenous women and girls, an "Unsolved Cases" Tree, and an interactive [Moose Hide Campaign](#) exhibit.
- With the financial sponsorship of Communications & Marketing, we arranged for the painting of murals of the 7 Sacred Teachings from Mi'kmaq artist, Lorne Julien, timed to welcome participants of the North American Indigenous Games. These 4' diameter murals are currently on display in the lobby of the Killam Library and we hope to have them installed on the exterior of the building this Fall.
- We commissioned a handcrafted table from Mi'kmaq artisans Jim & Cheryl Walsh from Millbrook First Nation ([Well Well Wood Crafts](#)), which arrived in the Killam on Wednesday. This gorgeous table is now a focal point of the Ko'jua Okuom. We will be arranging a ceremony to bless the table in Mi'kmaq History Month or for the National Day for Truth & Reconciliation.

**LiveHelp** - Fall session begins on September 25, and runs until December 8. Service dates and hours have been posted to the [Libraries' Ask Us page](#)

**Library Hours** – Please check Kristy's report for an update on the Library Hours redesign on the website. I'm very grateful to the ATS team (and the testers!) for working so hard to make this happen for the start of the term. This return to a more "live" type of hours interface will be helpful to all our users.

**Welcome Fair** - Along with staff members from various library units, the Reference Team, participated in the Welcome Fair on September 5, as part of the *New to Dal* programming. The Fair ran from 10:00 – 3:00 in the Quad. We welcomed just over 200 students at our booth. Students seemed excited to be on campus and interested in the Libraries. Popular question topics included library hours, library jobs, locations and spaces, DalCard library account registration, and printing.

### Killam Library:

- On July 1<sup>st</sup> the Killam welcomed Joyline Makani back from her 6-month Special Leave.
- I'm very grateful to the Killam team of librarians who have been very helpful filling teaching requests from academic departments that are not currently assigned to a liaison.
- Samantha Adema has agreed to cover Philosophy while Jennifer Lambert is on leave.
- My fall schedule has me located in my 3<sup>rd</sup> floor office of the Killam Library 1-2 days a week. The schedule differs from week to week but the whiteboard in the Killam Reference & Research Services office area is kept up-to-date with my next expected day in Halifax.
- It seems like the Killam Library is bursting at the seams with students very early in the term!! Thankfully our new camera for People Counter data was recently installed, which will provide more reliable data for the Killam.

### MacRae Library:

- We were excited to see such an amazing turnout of our library colleagues at Community Day in July. We loved showing you around our campus and hope those who were able to attend had a wonderful day!
- Erin & Jaclyn organized some great engagement activities as part of the New to Dal schedule on the Agricultural Campus. They went above and beyond by working a few hours every day of the long weekend, providing library tours and participating in a Pecha Kucha style panel of presentations on how we support students.
- Jennifer has been supervising the work of Melanie Skidmore as Melanie works on the Zillig Sheep Fond Archival project. We are grateful to staff from the team in Archives at the Killam who came to Truro to provide training for this work.
- Erin MacPherson has been working on weeding guidelines for the MacRae Library.

### Announcements:

- Congratulations to Dominic on his election to the position of President-Elect of the DFA!
- Congratulations to all the interns on their awesome Summer Shine project presentations!
- Registration is now open for Michelle McDonald's first beading workshop of the year – an [Orange Shirt Day Pin!](#)



# Communications | Library Council Report

Submitted by: Kristy Read

Date: 2023-09-12

## Monthly highlights (1-5 key events, meetings, etc.):

In conjunction with the Writers Federation of Nova Scotia, Dal Libraries hosted a reading event for K.R. Byggdin, the winner of the Thomas Raddall Atlantic Fiction Award. After being postponed from July and rescheduled, *K.R. Byggdin in Conversation with Luke Hathaway* took place at the Glitter Bean Café on Monday, August 14, 2023. The author was very engaged in the promotion of the event and appeared on CBC Mainstreet Halifax on the afternoon of the day of the event. During the event, Dal Libraries provided a land acknowledgement and introduced the hosts. Bookmark Halifax was on site to sell the winning book, *Wonder World*. There was great attendance, and the crowd was engaged and enthusiastic. The event involved a reading by the author, a conversation led by host and poet Luke Hathaway, and a Q & A period to which the audience brought thoughtful questions. Thank you to Lindsay McNiff for helping to put together this event and introducing the speakers on behalf of the Libraries. An event wrap-up can be found on the [LibVine](#) and the event was featured in [Dal News](#).

## Important news (Notable news with a university or library-wide impact):

- The Killam Library Retrofit project team will be utilizing space in the glass-enclosed bulletin board across from the KLSP desk to provide updates and information about the schedule. Thank you to all staff for your patience and flexibility during the retrofit – the project remains on schedule and no major issues have been encountered.
- The Dal Reads Advisory Committee has been revived and hopes to have a book selected and licensed before Department of English winter syllabi are due in November.

## Announcements (staff acknowledgements, upcoming events, etc.):

- Thanks to the volunteers who represented Dal Libraries at the Welcome Fair on the Studley Quad and the Queer Services Fair at Dalhousie Art Gallery, including Amanda Sparks, Sarah Jane Dooley, Robin Bishop, Kevin Ahern, Gina Coates, Seungkyoo Lee, Joseph Wickens, and Nicole Marcoux. We had 203 students stop by the libraries' table at the Welcome Fair.
- Thanks to Johnelle Sciocchetti and Kellie Hawley for refreshing the Comments, Compliments, Complaints board at the Killam Library. The first update since March!
- We're excited to share that the homepage of Dal Libraries website has been updated with our fall hours. ATS has made the hours widget current and easy to update. *Today's Hours are* highlighted on our homepage, and each location page has the current week's schedule. [Check it out](#). Thanks so much to ATS, with a shout-out to Krishna and John for their hard work.

# Academic Technology Services Library Council Report – September 2023

## Marc Comeau – Director, Academic Technology Services

- Thanks to the efforts of the ATS team, September has gotten off to a reasonable start from our perspective. There are always issues, but there have been no major problems through the first week of classes. My thanks to the entire ATS team.
- The new network from ITS continues to make incremental progress. They aren't providing time estimates for rollout at this time because of the many delays and continued speedbumps they encounter.
- Our team is engaged in significant, ongoing work surrounding the RIM/CRIS system.
- We were able to launch the new hours widget and associated back-end system for the Library hours on the website. The previous version was on a platform that was deprecated and needed to be rebuilt.
- We're working with Linda Bedwell and the Dal Analytics team to assemble a data inventory for ATS. There's a university-wide project to catalogue the data throughout Dalhousie. Our unit maintains a wide variety of data, stored in different states so there is much work to be done in this area.
- We've had productive conversations with the Resources team around what role we can play in better supporting Alma. With Aleph, there wasn't much opportunity for ATS to play a role as Novanet took care of it all. With Alma, there are new opportunities presenting themselves and we're going to work to see how best we can help.
- Our team continues to support those who are displaced by the ventilation renovations, helping to move and setup computers in their relocated spaces.
- We're working on getting to a resolution to a plagiarism detection system problem that has come up. The product we currently use, Ouriginal (formerly Urkund) has been bought out and will end its service at the end of December. The emergence of large language models (Chat GPT for example) has altered this space and has raised valid questions about the current and future utility of this type of tool. We are pursuing a replacement at this time with a broader strategy to see how its value changes going forward.
- Thanks to funding from the administration, we were able to regularize David Green's position into a full-time position. David works in the Brightspace Virtual Support Room helping faculty. Another similar position has an open competition underway. When the dust has settled, we will have fewer people providing this kind of support than during the height of the pandemic but will have an increase over our pre-pandemic support levels. This has allowed us to remain open evenings during the week.
- John Cameron has joined the classroom technologies team, filling a vacancy in the Life Sciences Centre office.
- With the help of our partners, we implemented an integration between Banner and Brightspace earlier this year. It's a huge move forward, allowing changes in registration and name changes to be reflected almost instantly once they're in Banner. Unfortunately, there's another system that is causing conflicts on the technical side leading to problems. We'll be putting in work later this month to find a path forward beyond the workaround.
- I attended an Ex-Libris day at the Novanet office where they shared information about their products and roadmaps.
- I've been attending Information Systems Governance Committee meetings as an advisor. This committee is where administrative digital initiatives go for approval and deliberation.
- I'm participating on a hiring committee for a Threat Management Officer with ITS in their security department. It's an important opportunity to bring our perspectives and values to the table for this hiring process. There exists fundamental friction between the open, giving nature of a library and the controlled, restricted nature of IT security. I think it's important to take any opportunity I can to share our views and perspectives.
- Finally, I would like to thank Mick Bottom for all the work he put in as Acting Director through my leave of absence. Mick did a fantastic job and for that I am grateful.

# Associate Dean Learning and Teaching / Chief Law Librarian Library Council Report

Submitted by Mark Lewis – September 12, 2023

## Summer Highlights:

Associate Dean

I have been adding various committee memberships to my calendar since assuming the role in July. Of note:

- Attended ADAC (Associate Deans Academic Council) September 6<sup>th</sup>, this meeting was primarily about the new year but AI and the academic implications was a significant topic addressed by Christian Blouin (CS) who is the Institutional Lead of Dalhousie's AI Strategy.

Please find at the following URL Dalhousie's Guiding Principles with Regard to AI Driven Tools in the Academic year 2023-2024: [Guiding Principles LLM v1 \(dal.ca\)](#) (mayhaps a worthy topic for a not-too-distant Library Council meeting?)

- Attended Faculty of Graduate Studies – APCC (Academic Programs and Curriculum Committee) in July, August and September to consider new courses and programs. Note for those of you who conduct course assessments for FGS, this is where the product of your work goes to be considered as part of the assessment.
- CLT/OER group working on Fall OER grants at Dalhousie.

## Learning and Teaching Team

- Team members kindly attended a Summer meeting to help orient the new AD at the end of July. The first meeting of the term is scheduled for later in September.
- A draft report on LibInsight Teaching data has been prepared and will hopefully be finalized for wider distribution in the near future.
- The schedule for Fall orientation sessions is as follows:

Fall Orientation Sessions:

- Welcome to Dal Libs Sept 7 & 11
- Introduction to Archival Research Sept 12 & 20
- Researching for the Literature Review Sept 13 & 18
- Introduction to Citation management with Zotero Sept 14 & 21

## Dunn Law Library

- Since Library Council last met, the Law Library has undergone several staffing changes.
  - Anne Matthewman and Linda Clark retired as of July 1. Anne Matthewman has returned to us on a post-retirement/limited term/part time basis until the end of 2023. You will usually find her virtually or, in reality, on Tuesday, Wednesday's, Thursdays at the Law Library.
  - David Michels embarked on a six-month special leave/sabbatical, as of July 1- returning in January of 2024. H
  - Hannah Steeves returned from a full-year special leave/sabbatical as of July 1.
  - Mark Lewis began as Chief Law Librarian on July 1, and his old position is currently vacant.
  - The search committee interviewed candidates for the position of Collections/Access Librarian in the final week of August 2023.
  - As a wise philosopher once said, "ch-ch-changes"

- Hannah will be teaching two sections (approximately 120 students) of Legal Research and Writing this year, while Mark teaches one section. The teaching in regular 1L curriculum (including LRW) will not begin until the first week of October this year, as the law school embarks on a series of intensive courses over the month of September to introduce students to the field of law.
- Continuing the theme of change in the law school, the new Dean of the Faculty of Law Sarah Harding, formerly of Chicago-Kent College of Law started on August 21<sup>st</sup>.
- Kate Anderson a joint Law/Information Management student has returned to assist us in the provision of reference services.
- Law Library orientation tours occurred on September 7<sup>th</sup> for the incoming first year class in the form of Law Library Clue, winners to be announced soon.
- The Law Library returned to regular hours on September 11<sup>th</sup>.
- The Law Library was closed on July 4<sup>th</sup> and 5<sup>th</sup> as was the entire Law Building as a new alarm system was installed and is still coming online.
- On July 17 I attended a Summer coffee session at the Dalhousie Legal Aid clinic along with a number of Faculty and Staff of the Law School.

# Dean of Libraries Library Council Report

Submitted by: Michael Vandenburg

Date: 2023-09-14

## Monthly highlights (1-5 key events, meetings, etc.):

June 24 – July 7 – I joined the CARL Northern Study Tour visiting Iqaluit, Yellowknife and Whitehorse with colleagues from research libraries across Canada. The purpose of the study tour was to connect with and learn more about Indigenous peoples, governance and research in Nunavut and Canada's northern territories. Our CARL delegation met with over 70 government, academic, and community members over two weeks, touring legislatures, libraries, archives, colleges, universities, and research institutions, and receiving Indigenous guided tours of a number of communities. It was a rich and at times deeply moving experience with many learnings that I'm still sorting through and unpacking. While I appreciate the unique opportunity to explore and learn more about the north, there were times when I felt conflicted about our presence in these communities and the resources it took to get us there and host us, and have been especially concerned about the wellbeing of the many people we met in Yellowknife who had to evacuate due to wildfires shortly after our departure.

July 18 – I attended a meeting of the university's new Data Governance Committee, which falls under the Digital Governance Steering Committee reporting to the Provost's Executive Committee. In its early days the committee is working to define data governance for Dalhousie, establish guiding principles for data governance and identifying and supporting the work of data stewards across our campuses. Dal Libraries are heavily invested in this work as critical stakeholders in the management of institutional records and data. In my role on the committee, I have worked to promote the establishment of clear and practical guidelines that ensure good practice in data management, the reduction of duplication across the university, ease of access where needed, and the security required to ensure its integrity.

July 24 – I chaired a second Libraries Operations Management meeting with managers to share information about how we are managing service levels with current staffing, explore the use of cross-functional roles to support different services provided in a single location and establish a shared approach to managing future vacancies. I have found it helpful to gather with our supervisors and their ADs to share experiences and best practices and engage in problem solving together, and plan to continue holding periodic meetings with this group.

Aug 3 – Huwaida Medani chaired the second quarterly meeting of Employment Equity Leads. The meeting included interesting presentations from the faculty of Open Learning and Career Development on capacity building for Dal employees and from the Faculty of Computer Science sharing details of a faculty mentorship program recently established there. These meetings provide excellent opportunities for sharing information and building strong practices to support employment equity at Dalhousie. They also help us maintain a focus on employment equity in the library. As we continue to participate with this group I expect to bring ideas and initiatives back to the library to continue improving our hiring processes and supports for current library staff.

Aug 18 – I was pleased to participate in a panel discussion with Dal Libraries interns on career planning. Jackie Phinney and Courtney Bayne hosted the panel as part of the summer intern enrichment program. I enjoyed connecting with our librarian panelists and library interns, sharing my own experiences and learning more about the experiences and insights my colleagues had to share with this new cohort of librarians. As a follow up to this event, it was excellent seeing many of you in the Wallace McCain Learning Commons on September 7 for our annual Summer Shine event where interns presented on the projects and initiatives they were involved in over the summer months. It was great to learn about

these projects and to see how our intern program enriches librarian education while adding value to our work and operations in the library. Thanks to Jackie and Courtney for cochairing this program.

Aug 22 – Marc Comeau and I attended a Novanet Technology Day hosted at the Novanet offices with information sessions provided by Ex Libris. It was good to connect in-person with colleagues from our partner institutions and learn more about upcoming product changes. The presentation on Leganto was particularly noteworthy, as we have previously expressed interest in using this tool to improve our course reserves at Dalhousie.

## Important news (Notable news with a University or Library-wide impact)

July 19 – Like many of you I was surprised and excited by the announcement of Kim Brooks appointment as

Dalhousie's 13<sup>th</sup> President, and I was pleased to accept an invitation to a reception at the President's Residence on July 19 to celebrate the news. Fun fact: Kim intends to move into the residence for her term as President. From my perspective there are many advantages to having Kim in this role, not least of which is having a president who already possesses a deep understanding of Dalhousie and Dal Libraries. Kim has a strong interest in and commitment to libraries, as evidenced by her current role as Board Chair of the Halifax Public Library. I continued to report to her throughout the summer months and have now reverted to reporting to Frank Harvey who has resumed his role as Provost.

Aug 17 – I attended a full day session for Dal senior leadership on mobilizing change using data from UniForum. The day included a number of presentations by staff from the University of Saskatchewan who shared their approach to working with UniForum data and the lessons they've learned over the last two years. Saskatchewan has taken a slow and deliberate approach to change management, taking time to review data, understand what it means for each faculty and unit and identify areas for positive change. It was encouraging to learn more about an approach to working with UniForum that had no pre-defined outcomes but sought to work with the data to better understand their institution and identify opportunities for improving processes and staff experiences.

Sept 12 – I co-chaired a Digital Strategy meeting with our CIO, Jody Couch, hearing an update on the university's strategy for AI from Christian Blouin and an update on an inventory of research tools at Dal from Jennifer Bain. The meeting wrapped up with a wrap of the committee itself. Digital strategy working groups will continue, but the Digital Strategy Steering Committee is being rolled into the Digital Governance Steering Committee, which includes the same membership as well as additional leaders from across faculties and units. This follows recommendations from the Digital Strategy Pillar 5 on governance, and will help in the establishment of a clear digital governance framework for the university.

## Announcements (staff acknowledgements, upcoming events, etc.)

I've begun meeting with librarians as part of the annual review process and have enjoyed catching up and learning more about work done over the last year and plans for the year ahead. I want to acknowledge the creativity and dedication that I see throughout our librarian cohort to making an impact on student and faculty learning and research. While processes like academic quality assurance often focus on our provision of information resources to support the curriculum, it's clear to me that it is our people who make the biggest positive difference in the work and lives of everyone in the Dalhousie community.

# Libraries HR Library Council Report

Submitted by: Sandra Dwyer

Date: September 14, 2023

## Staffing news

- John Cameron was the successful candidate for the Classroom Technology Technician position and began in his new position on August 8. He graduated from the Ontario Institute of Audio Engineering Technology in London, Ontario in 2014. He has worked as a Technical Specialist at the Apple store in Halifax since 2017 and the Toronto store prior to coming to Halifax.
- Madison Gilfoy was the successful candidate for the Library Services Assistant position in Resources and began in this position on August 28. Madison graduated from the Library & Information Technology Program at NSCC in 2019. She worked as a Library Support Specialist at the Halifax Regional Centre for Education from 2021-2022 and at Sobeys from 2018 -2023.
- Interviews for the Limited Term Subject Liaison & Alma Support Librarian position have taken place and the hiring process continues to move forward.
- Hershano Fernando was the successful candidate for the Manager, Financial & Physical Resources position and he began his work at the Libraries on August 1. Hershano joins us from Dal's Centre for Collaborative Clinical Learning and Research where he has been administrative manager since September 2021. He holds a Master of Business Administration from Federation University in Australia and a BA (Hons) Business Management from Staffordshire University in the UK. Hershano was an assistant general manager for a multinational corporation based out of Sri Lanka and has worked in several positions in the financial industry.
- David Green was the successful candidate for one of two Instruction Support Technician positions that were posted in July. David had previously been working in a term Instruction Tech Support position and he started in his permanent position on September 1. Interviews for the second position are taking place this week. The search committee members are Mick Bottom, Michelle McDonald and Sandy Dwyer.