

Present: Jaclyn Chambers Page (Chair), Courtney Bayne Vice-chair), Carol Richardson (Secretary), Allison Fulford, Amanda Sparks, Carlina Gillis, Creighton Barrett, Dominic Silvio, Elaine MacInnis, Erin MacPherson, Geoff Brown, Gina Coates, Hannah Steeves, Hershan Fernando, Jackie Phinney, Jan Pelley, Jason Flynn, Joe Wickens, Joyline Makani, Julie Marcoux, Karen Smith, Kathryn McCaskill, Kirsten Huhn, Leah Unicomb, Linda Bedwell, Lindsay McNiff, Marc Comeau, Melissa Helwig, Melissa Rothfus, Michael Vandenburg, Mick Bottom, Nicole Marcoux, Ratna Dhaliwal, Robin Bishop, Robin Parker, Roger Gillis, Sai Chua, Samantha Adema, Sarah Jane Dooley, Scott MacPherson, Shelley McKibbon, Tracy Lenfesty

Regrets: Anne Matthewman, David Michels, James Boxall, Kristy Read, Louise Gillis, Louise Spiteri, Mark Lewis, Sarah Stevenson, Sandy Dwyer

1. Territorial Acknowledgement

The Territorial Acknowledgement was read by Jaclyn Chambers Page.

2. Approval of Agenda

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

M. Rothfus / N. Marcoux

Carried

3. Introductions

Welcome Katie McCaskill to the Dalhousie Libraries. Kathryn is joining Library Council as the new Limited Term Subject Liaison for Architecture, Engineering, Planning & Alma Support Librarian, based out of the Sexton and Killam Libraries.

4. Approval of Minutes from meeting October 12, 2023

**Motion:** To approve the Minutes from the October 12, 2023 as circulated.

S.J. Dooley / E. MacPherson

Carried

Business arising from the Minutes of October 12, 2023

- Request for answers on Uniforum update  
Angela Scammell will join the December Library Council meeting to give an update on Uniforum.
- Clarification on overqualified hiring  
Sandy Dwyer has been in touch with Academic HR. The Appointments Committee should select and make recommendations for the most qualified candidate for the role based on the qualifications asked for in the posting. The Committee should also follow up with the candidate with information on the salary range for the position and explain how progression works so the candidates are informed before they accept an offer.
- Follow-up questions from budget presentation

*Where does the deficit come from?*

A significant portion of the deficit is salary commitments (administrative leaves) but there are also some unexpected costs. The Dean is working on the budget submissions with Hershan Fernando to work towards a balanced budget over time. It is hoped we can make better decisions when there are staffing departures and keep on top of the budget so the libraries don't continue to be in a deficit.

**Action:** At a future Library Council meeting, the Dean will prepare a presentation with data to show how our staffing looks now in terms of the different categories, how it compares to our Canadian Association of Research Libraries (CARL) peers and how our overall staffing situation compares within the university.

*Do we have a plan for funding long-term laptop lending? Has this been decided?*

We have consulted with students who are and have used the laptop lending program to find out why they have been using the program. The results determined there is a strong need for the service. The libraries had this service for some time but since the pandemic, the need is greater. It was noted, the equipment needs to be replaced so there is a need to find funding.

*Is there a strategic plan for budget management, moving forward? For example, sometimes that includes engagement and consultation sessions with all employees.*

Our budget is 80-90 percent committed to salaries. The strategic plan for the budget is managing around a small amount for professional development and some of discretionary things we do for Facilities Management, furniture etc. The strategy comes in with the engagement with the university, while we are provisioned in the middle of the U15 in terms of the number of students per Librarian. On top of that, we are having cross discipline roles which is responding to real needs. At Dalhousie and many of our peers there are double the number of Faculties and disciplines compared to universities like Queens. Between the priorities that are being presented, we have to decide where the money is going. We have opportunities through the Integrated Planning and Academic Quality Assurance to make clear messaging about what the impact of increased enrollment or new or changing programs and courses. All this work is important but we need to be clear about what the impact of changes will be. We need to say the small incremental changes have a big impact cumulatively. We need to build a good understanding with the Administration of the impact and role of the libraries and what the risks are to any reduction in services. We need to specify how we will balance our budget (over a 3 year period) with cuts (where most of the budget goes to staffing). We have two kinds of messages to the university: "what we can and should be doing" and "what the impact will be when funding the libraries compared to what it will be if the libraries are not funded (the impact on services will be great and the expectations will not be met for our students and faculty).

*Is there an opportunity to share services to help with some of the expenses.*

There are already some services that are shared across the libraries eg. Document Delivery, printing etc.

*Putting money on DalCard*

This is only done at the McRae Library because students and staff have nowhere else to have this service done. Charging for services is a whole other ballgame within the university. Would not want to create an internal economy because the costs outweigh the benefits.

## 5. Senior Leadership Team Reports to Library Council – questions only

*The Senate Report mentioned a Library presentation on diversity – can we have access to that?*

A similar presentation will be done by Michael and Samantha at the All Staff meeting next week.

*Can someone remind us if Springshare has rolled out any other elements other than their room bookings?*

Through LibCal we initially used it for events, but LibCal appointments was a big part of it and then a privacy impact assessment had to be completed which delayed the implementation so some staff moved to MS Bookings. Within LibCal, there are spaces, calendars, appointments and rental of technical pieces. The Dal Libraries also recently implemented an FAQ using LibAnswers.

## 6. Highlights from the Senate Report

The Senate Report is available on Brightspace [November 2023] 20231109\_LC\_RPT\_SEN

## 7. Announcements

- Melinda Frelick is Dalhousie's new Privacy Officer.
- The Call for Proposals is now out for the 2024 ABC Copyright Conference.

## 8. Brainstorming for Future Direction of Library Council Meetings (In Camera)

Questions for consideration:

- What do you want Library Council to accomplish in its meetings?  
Results will be shared at the December Library Council meeting.
- What changes would help LC meetings achieve these goals?  
This question has been deferred to the December Library Council meeting.

## 9. Adjournment

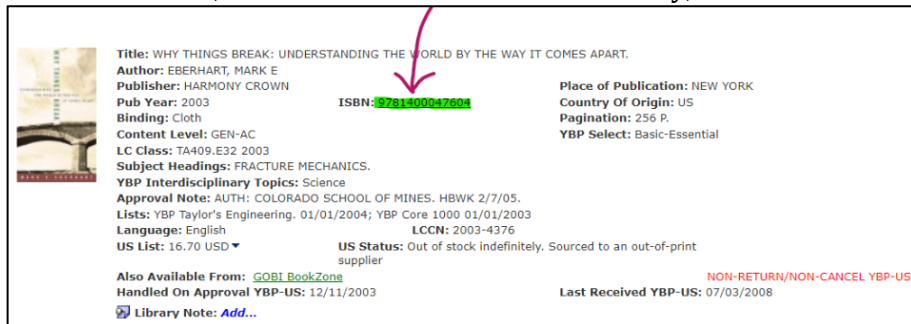
The meeting adjourned at 3:26pm.

Submitted by: Allie Fulford

Date: November 9, 2023

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

- An enhancement has been made to GOBI to assist selectors in identifying potential duplicates. You can click on the hyperlinked ISBN in a GOBI record, and then be able to see in Primo if the item is already held by the Dal Libraries, available at another Novanet Library, or not available within Novanet.



**Title:** WHY THINGS BREAK: UNDERSTANDING THE WORLD BY THE WAY IT COMES APART.  
**Author:** EBERHART, MARK E  
**Publisher:** HARMONY CROWN  
**Pub Year:** 2003  
**Binding:** Cloth  
**Content Level:** GEN-AC  
**LC Class:** TA409.E32 2003  
**Subject Headings:** FRACTURE MECHANICS.  
**YBP Interdisciplinary Topics:** Science  
**Approval Note:** AUTH: COLORADO SCHOOL OF MINES. HBWK 2/7/05.  
**Lists:** YBP Taylor's Engineering. 01/01/2004; YBP Core 1000 01/01/2003  
**Language:** English  
**US List:** 16.70 USD  
**US Status:** Out of stock indefinitely. Sourced to an out-of-print supplier  
**Place of Publication:** NEW YORK  
**Country Of Origin:** US  
**Pagination:** 256 P.  
**YBP Select:** Basic-Essential  
**Also Available From:** [GOBI BookZone](#)  
**Handled On Approval YBP-US:** 12/11/2003  
**Last Received YBP-US:** 07/03/2008  
**NON-RETURN/NON-CANCEL YBP-US**  
**Library Note:** [Add...](#)

- The e-resource help form (<https://libraries.dal.ca/help/eresource-access-help-form.html>) has been updated to make it easier for patrons to complete and to remove outdated language. Thank you to André and to Denise for all of their work answering e-resource questions on behalf of the Dal Libraries.

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

- Sexton Library wasn't the successful location for the portrait of May Best portrait will go to a high school (not yet named), to inspire young women to subjects at university or college. Sexton Library has expressed interest in of the prints being made, to create its own display of May Best and her life.
- The Scholarly Resources Management Group (SRMG) and the Heads have USD fund breakdown for the individual libraries and for the systemwide Financial Services has been notified to go ahead with the allocations. Total USD funds received this year = \$1,674,585.



Sexton. The study STEM receiving one inspirational

confirmed the fund, and

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

- Our own Kirsten Huhn has been appointed to CRKN's Knowledge Base Entitlements Sub-Committee (KBESC) effective October 1, 2023. Congratulations Kirsten!

The purpose of the KBESC is to plan and to complete work to customize vendor supplied title lists to accurately reflect CRKN entitlements. These lists are supplied to link resolvers to create CRKN specific targets in the knowledge base. The KBESC also maintains and delivers title lists for the Canadiana collections, Open Access journals, other content associated with CRKN or its members, or as directed by the Content Strategy Committee (CSC) to enhance discoverability.

- Katie McCaskill, our new limited term Subject Liaison (Engineering, Architecture, Planning) and Alma Support Librarian, begins at the Dal Libraries November 9. Katie will work from both Sexton and Killam Libraries. Katie (she/her) is an MLIS graduate specializing in academic libraries who is passionate about enhancing the user experience, and who has a strong background in library systems administration, holding certifications as an ALMA and PRIMO VE administrator. Her expertise extends to research services, information literacy instruction, staff training, and conveying technical concepts to diverse audiences. Katie has spent over six years working in various roles with increasing responsibilities at the Harris Learning Library, which serves patrons from both Nipissing University and Canadore College, and she is continually pursuing new opportunities to expand her skills and to take on new challenges.

Welcome Katie!

- Avery Flinn (she/her) began at Sexton Library Friday, November 3, on her way to completing an 80-hour Co-op placement. Avery is a grade 12 student at Halifax West, interested in libraries and publishing. She has applied to King's College for September 2024. Students in grade 12 at Halifax West have the option to enroll in the Co-op program; the school places students at Dal in various departments.

# Dean of Libraries Library Council Report

Submitted by: Michael Vandenburg Date: 2023-10-12

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

Oct 16 – Novanet Board of Directors and Succession Planning meetings were held in-person at the Novanet offices in Bedford. A joint CAAL/Novanet Task Force is being struck to explore possibilities for a shared future for the two groups.

Oct 17 – Attended my first OCLC Canada Advisory Council meeting. The meeting included an introduction to the OCLC Research Library Partnership (<https://www.oclc.org/research/partnership.html>) and a roundtable on trends and emerging priorities in the Canadian library landscape.

Oct 18 – Participated in the 18<sup>th</sup> annual Mawio-mi. Catherine Martin led a circle to welcome the new table in the Ko’jua Okuam and introduce its makers, Jim and Mary Walsh. Thanks to Elaine and Samantha (and Janice before she retired) for their efforts to bring the table to Dal and to organize this special part of Mario-mi.

Oct 19 – Chaired a Copyright Advisory Meeting which included a review of the Copyright Office annual report prepared by Jaclyn Chambers Page and Scott MacPherson. While I chair these meetings, I depend on the knowledge and expertise of Jaclyn and Scott to answer the challenging questions. This meeting included excellent engagement with committee members who brought forward helpful questions related to controlled digital lending and how we display usage rights information to our users.

Oct 23 – Dal Libraries was on the agenda for the Senate Meeting. Samantha and Elaine prepared a very well received presentation on Dal Libraries Indigenous initiatives, updating Senate on library activities since the opening of the Ko’jua Okuom. Samantha and I will do a version of this presentation at the upcoming all-staff meeting on November 14.

Oct 23 – I led an agenda item on the Integrated Software Governance Committee meeting describing the work of a newly formed task force to develop a data governance rubric/matrix for the university and to call for volunteers to join the group.

Oct 25 – Deans Council was held in the MacRae Library in Truro prior to a farewell gathering for David Gray. It was nice to see some of our Dal Libraries people in person and to have the opportunity to wish David the best in his new role in at the new University of Niagara Falls in Ontario

Oct 27 – The Council of Atlantic Academic Libraries (CAAL) Fall 2023 Board meeting was held in the Mona Campbell Building on our Studley Campus.

Oct 30 – The Senior Leadership Team attended a meeting with the Dalhousie Integrated Planning Committee to review our submission, provide us with an opportunity to highlight areas of note, and respond to questions about our budget and priorities. We were a larger group than they expected, but I was happy to share the experience with our senior team and felt confident being accompanied by people I knew could respond knowledgeably and compellingly about all aspects of our organization. President Kim Brooks joined our meeting and took considerable interest in both our operational details and vision for the role libraries can play in the academy.

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

Oct 13 – Attended the Dal senior leadership retreat at Millbrook Community Hall where Kim, as Dal President, fulfilled the first recommendation of the Understanding our Roots report from the Task Force on Settler Misappropriation of Indigenous Identity (<https://cdn.dal.ca/content/dam/dalhousie/pdf/dept/hres/AnnualReport/UnderstandingOurRootsTaskForceReport-October2023.pdf>) by apologizing to Indigenous Peoples for harms arising from our over reliance on Indigenous self-identification policies. The event was facilitated by Catherine Martin, and Chief Bob Gloade and Grand Chief Norman Sylliboy accepted the apology and provided formal remarks.

Oct 19 – Dalhousie co-hosted the Universities Studying Slavery Conference (<https://ussconference.ca>) and I am grateful to have been invited to attend the opening keynote, given by his Excellency John Mahama, former President of Ghana. It was an extraordinary and moving experience. You can watch it [here](#).

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

I encourage everyone who is able to attend our all-staff meeting on November 14 in room C170 the CHEB. The meeting will include

updates on the Killam retrofit, an introduction to a Dal Libraries communications project to provide guidelines for our use of SharePoint and Teams, and a presentation related to an incredible part of Dalhousie and Canadian history held in the Archives.

I'm looking forward to the Drag Storytime and discussion panel we're hosting in the MacMechan Auditorium on November 24 at 2:30 p.m. The storytime will be presented by Rouge Fatale and the panel moderated by Rick Ezekiel, VP of Student Affairs. If you are interested in attending, please register on the event page:

<https://dal.libcal.com/event/3762471>.

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

Submitted by: Elaine MacInnis

Date 6 November 2023

## Highlights for November

### Associate Dean, Library Services:

#### Access Services –

- Access Services in the Killam Library has now moved back to the KLSP on the main floor of the Killam as the retrofit project moves along to other areas.
- Sexton Library, under the leadership of Gina Coates, will be hosting, Avery Flinn, a Grade 12 high school Co-operative Education (COOP) student to could provide them with an unpaid community-based learning experience.
  - Halifax West High School offers a unique program that provides the students with a work placement experience designed to improve their communication, personal management and teamwork skills.
  - Students must first complete a 25-hour career research and readiness "in class" component, and then they are placed into the trust of a work host in which they have to complete 80 hours of volunteer work within that discipline or industry. The students are WHMIS, and Occupational Health & Safety and First Aid certified prior to placement.
  - Gina and I met with Avery and Andrew Gavas, their Co-operative Education Co-Ordinator, on October 24<sup>th</sup> and Avery started their work placement on November 3<sup>rd</sup>.
- Amanda Sparks is the incoming Chair of the Novanet Access Services Group. This is a two-year term. Jan Pelley is the Co-Chair and note-taker for a one-year term.
- Nellie Clyke, Kyoo Lee, Leah Unicomb, Joe Wickens and Johnelle Sciocchetti attended the Access Conference (Oct. 23 – 24).

(S. Dwyer)

**Assessment** - The library data inventory continues and I will be prompting the remaining units (aside from ATS) to aim for completion by the end of December. Consultations for library data reporting also continue. Attended the Canadian Library Assessment Workshop at Western and will be distributing slides and notes to those who expressed interest and to appropriate ADs. Taught a Library Assessment INFO 5570 class with an overview of assessment and its role within management, including a Killam space observation and project planning activities. If you feel you don't have a full picture of library assessment, I'm happy to conduct a session tailor-made for you or your area unit. Last but not least, the Office of the Dean has earmarked funds for a Winter 2024 Libraries Survey and has chosen Insync. There is currently a possibility of a CARL Insync Survey Consortium and we are awaiting confirmation. (L. Bedwell)

**Copyright** - the Government of Canada has launched a [consultation request](#) on the implications of generative AI for copyright. Universities Canada and the Canadian Federation of Library Associations (CFLA) are currently working on submissions; we are currently considering whether to submit a separate response from our institution. The Copyright Advisory Committee (CAC) met on October 19 and the Copyright Office's [Annual Report](#)

was delivered. Also, as of Friday afternoon, the [ABC Copyright Call for Proposals](#) is out! (J. Chambers Page)

**Data & GIS Services** – The 2023 DLI National Training will be held online from 2 pm to 5 pm (Atlantic Time) on November 20 to November 22. [Registration is free](#) and you can register for as many or as few sessions as you want. This year’s content includes a lecture on finding EDI data in Canada and internationally, as well as a lecture about best practices for sharing gender and sexual diversity data. Julie will be contributing a lecture about Indigeneity as covered in the 2021 Canadian Census, as well as two pre-recorded lightning talks: one about data literacy and one about Excel’s flash fill feature. (J. Marcoux)

**Indigenous Services** – On Wednesday, October 18<sup>th</sup> we welcomed the new table with a blessing in the Ko’jua Okuom. The table was crafted by Jim and Cheryl Walsh. Check out the [LibVine](#) article about the table, which explains all the elements of the table! Samantha, Michael and I provided a presentation on Indigenous initiatives at Dal Libraries to Senate on October 23<sup>rd</sup>. The first part of Michelle MacDonald’s Beaded Poppy workshop was held on Thursday, November 2<sup>nd</sup> and was well attended.

### Killam Library:

- Reference & Research Assistance staff of the Killam Library returned to scheduled, in-person Reference shifts on October 30<sup>th</sup>. As it was pre-COVID, those providing the reference service have the option to work the shift in their office space or sit at the KLSP during their shift.
- We've hosted a number of groups of International Baccalaureate students from area high schools in the Killam Library so far this year, including groups from Cole Harbour, Citadel and Woodlawn. Lindsay is also meeting with a small group of 9 students this week from Charles P Allen High School, with the potential of a much larger group from that school later in the month. We’ve had approximately 100 IB students visit the Killam Library in October. Many thanks to Lindsay and Samantha for providing the tours, as well as to Amanda Sparks and the Access Services staff for their working registering all the students.

### MacRae Library:

- Jaclyn and Jolene created a [Walktober Bible Hill Ghost Walk](#) as our contribution to Walktober. Thank you to them both for the work (and spirit) that went into planning this fun event!
- Along with Michael, I attended the Farewell Celebration for Dr. Gray on October 25<sup>th</sup>. It was a lovely tribute to his many accomplishments as Dean of the Faculty and Campus Principal. Dr. Gefu Wang-Pruski has been appointed Acting Dean and Campus Principal for one year, effective October 30<sup>th</sup>.
- Erin M., Jaclyn, Leah, Erin W. and I have been discussing the distribution of the USD reconciliation funds for the MacRae. With the trend to purchase more ebooks, we’re seeing a more multidisciplinary approach to how we allocate the funds. We’re also discussing the potential impact on collection development with other faculties beginning to offer a “Truro Start” for their programs. So far, the campus has welcomed students starting in Truro with the Faculty of Science (Fall 2022) and the Faculty of Computer Science (Fall 2023), with FASS expected in Fall 2024.

### Announcements:

- On Thursday, November 30<sup>th</sup> there will be a retirement celebration in honour of Mary Lou Caissie. A pot-luck lunch will take place that day at 12:30 in the former staff lounge on the 5<sup>th</sup> floor.



# Finance & Physical resources

## Library Council Report November 2023

Submitted by: Hershano Fernando

### Highlights:

#### ➤ CARL stats

- ✓ For those who have been granted access to an Excel document on SharePoint and require assistance filling data, please don't hesitate to contact me. The data requested in this document aligns with what Janice had previously requested from the team.
- ✓ We are in the process of preparing and plan to submit the data for the 2022-2023 period by November 15, 2023.
- ✓ If you've previously submitted CARL stats but haven't yet received access to the Excel document, please reach out to me promptly.

#### ➤ Retrofit

- ✓ On the 14th and 15th of November 2023, the Killam Library will undergo an unexpected renovation of its washrooms on the 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> floors.
- ✓ A building access control mechanism similar to the "Night Owl" arrangement will be put in place to restrict access to the 2<sup>nd</sup> to 5<sup>th</sup> floors during these two days.
- ✓ Additional retrofit project activities related to the Killam Library's washrooms will be ongoing over the next few months, and any temporary closures of washrooms will be communicated in due course.

# Communications | Library Council Report

Submitted by: Kristy Read

Date: 2023-11-06

## Highlights:

- Dalhousie Libraries is hosting *Drag Storytime with Rouge Fatale* on Friday, November 24, from 2:30-4:30 pm in the MacMechan auditorium at the Killam Library. Drag Storytimes are a regular part of programming in many public libraries, but less so in an academic library setting. With the recent protests and counter-protests in Halifax and across the country regarding the rights of trans youth, we feel it is timely and critical to support the well-being of our 2SLGBTQIA+ communities and to create supportive, diverse, and healthy spaces for exploration and learning. As an academic library, we want to foster dialogue that is informed, open, and respectful, and that draws on expertise of Dal's faculty and research community. This event is open to faculty, staff, and students and will feature a Drag Storytime reading followed by a discussion panel with experts from our Dal community, including Rick Ezekiel (moderator), Matt Numer, Roberta Barker, Stephanie Kapusta, and Jason Spurrell (Rouge Fatale). We want to enable discussion around timely themes and topics and create a safe place to do so. The event page is live, and we will begin promotion in earnest in the coming weeks. [You can register now to attend.](#)
- We held *Scary Stories at Sherriff Hall* on Monday, October 30 at 7 p.m. in the Victorian Lounge. This event was presented in partnership with the Writers' Federation of Nova Scotia and featured three local storytellers: Dan Conlin, Steve Vernon, and Cindy Campbell-Stone. The storytellers came dressed in costume and were engaging and funny. We had capacity for 30 participants, and we had only 3 empty seats. Thanks as always to Lindsay McNiff who supports our literary events and for doing the land acknowledgement at the event.
- You may notice the Dal Libraries website has a new background photo and some new photos on the homepage for Library Services and Ask Us. While the redevelopment of the website is still a ways off, we want to align our look with the new Dal brand and provide some refreshes that will reflect that the site is updated and not static. As always, if there is information you are responsible for that is out of date, please email me to chat about how it can be revised to be accurate.
- Dal Libraries is creating an implementation plan for officially adopting Teams as a collaboration tool and SharePoint as a file repository to replace the NAS (O drive). A working group that includes myself, the Dean, University Records Manager, and a representative from ATS have met to discuss the process for how we undertake this change. Employees can look forward to hearing more about this project and providing some direct input during our in-person all staff meeting on November 14.

## Academic Technology Services Library Council Report – November 2023

### Marc Comeau – Director, Academic Technology Services

- I spent some time meeting with our peers at Queens to discuss their usage of Springshare to book their study rooms. They've had a very positive experience doing that and it's something we're going to be investigating for Dalhousie.
- We worked with some others to help produce some background information to help to support a possible proposal for CONSUP.
- I attended the Access conference which was in Halifax this year. There were many great talks as usual with several of them looking at machine learning from various perspectives within libraries, bringing some debate to the floor over the issues. I expect there to be post-conference follow-up amongst the libraries based on the discussion.
- We have firmed up our plans to replace Ouriginal our plagiarism detection system (text matching software). We are finalizing details with the vendor on the Privacy Impact Assessment and Contract. We've posted a notice in Brightspace with some additional information for faculty.
- I participated in the Integrated Budget Planning Meeting with the senior administration along with fellow SLT members.
- MedIT is leading a collaborative effort with ATS, ITS, Facilities, and the Registrar's Office to work through policy and procedure issues around using Teams Rooms systems in rooms that are booked through Infosilem. We're working closely with them on this as they have the first use-case, but we expect to have some in Common Pool Classroom spaces in the future.

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

Submitted by Mark Lewis November 6, 2023

- Attended ADAC (Associate Deans Academic Council) November 1<sup>st</sup>. ADAC was briefed on the Truro Start program which is steadily expanding. Please consult November AD Library Services, Head, MacRae Library report for more information on the Truro Start program.
- ADAC October 18 briefed on the Annual Report from the Office of the Ombudsperson on the numbers and nature of issues the office has addressed with students over the past year.

## Dunn Law Library

- I'm pleased to report that Jennifer Adams: [Jennifer.Adams@dal.ca](mailto:Jennifer.Adams@dal.ca) will be starting as the Collections/Access Librarian on November 20<sup>th</sup>. Please welcome her back to the Dalhousie Libraries once she starts!
- The Law Library has subscribed to Oxford Handbooks Online Law with IP authentication which are good starting point for a lot of international legal topics as well as Law and.... topics: <https://dal.ca.libguides.com/oxfordhandlaw>
- I will be having surgery on November 7<sup>th</sup> and will be absent from Library council on November 9<sup>th</sup>. I am scheduled to be away for 4-6 weeks so the magic 8 ball forecast for December's Library Council will be hazy.

## Research & Scholarly Communications

### General updates:

From Melissa H:

I am part of the Research and Innovation Pan University Committee and I have been invited to attend an Indigenous Research Policy Framework development session. Discussion topics will include: Indigenous Ethics, Research Conduct Mentorship, Intellectual Property and Data Management, Cultural Protocols, Community Engagement and Partnerships. Continued work with Dr. Jennifer Bain, Allison Kincade, Karl Vollmer on Pillar 3. We recently met with the Pillar 2 leaders to discuss the inventories we have been working on.

### Scholarly Communications:

DalSpace upgrade has put together a project charter and will be working on next steps to upgrade DalSpace.

The Open Education Resources (OER) Grant is open again and members of the Scholarly Communications as well as CLT will be citing on the selection committee: [https://www.dal.ca/dept/clt/awards\\_grants/Grants/OER\\_Grant.html](https://www.dal.ca/dept/clt/awards_grants/Grants/OER_Grant.html)

Robin and Melissa R. presented on how to peer review a journal article and how to respond to peer reviewer comments to a class of graduate students in Health. The session was very well received by the students and the faculty member who invited them to present.

### Research Data Management:

Louise is serving on the Intellectual Property and Data Management subcommittee of the Indigenous Research Policy Framework Working Group and will attend November 9<sup>th</sup>'s Community Engagement Development Session. Discussion topics will include: Indigenous Ethics, Research Conduct Mentorship, Intellectual Property and Data Management, Cultural Protocols, Community Engagement and Partnerships.

The inaugural meeting of CAAL-CBPA's new RDM Committee took place in mid-October. Louise attended as a committee member.

## Kellogg Health Sciences Library

### General updates:

Onboarding our new Young Canada Works Library Intern, Francis Toole (they/them). They will be with us until the end of March 2024. They will be providing reference & research support at the Kellogg and working on a consumer health education project.

We had a reference processes review meeting with the Kellogg librarians (including Nicole representing the BMedSci). We reviewed current processes and clarified procedures.

Current project adapting Sarah Jane Dooley's reference training modules from the Sexton Library is underway, with anticipated completion by Fall of 2024.

Many Kellogg Librarians attended the October meeting of Maritime Health Libraries Association/Association des bibliothèques de la santé des Maritimes (MHLA/ABSM) to connect with colleagues across the region. We also participated in the CE event on developing a librarian (or library worker) philosophy, facilitated by [Justin Fuhr](#).

From Melissa H:

I am currently past president of MHLA/ABSM. We are in the process of merging with the Newfoundland & Labrador Health Libraries Association, and I am working with their recent president on setting up some member focused working groups to work through the next merger steps.

I am working on finalizing a report on Health Library Services with Joanne Hodder (NSHealth Libraries) & Darlene Chapman (IWK Library).

### Resource News:

News of provincial funding for UpToDate was a hot topic at the recent MHLA/ABSM meeting. There remain some questions regarding who will have access and how the access will be administered; no library workers have been consulted regarding administering the product.

Training on [using Covidence for data extraction](#) in literature reviews has been scheduled for November 16<sup>th</sup> at 3pm.

**Research news:**

Moody, E., Jamieson, H., Bradbury, K., **Rothfus, M.**, Khanna, I., Weeks, L., Belliveau, A., Bilski, T., Adisaputri, G. (2023). Interventions to improve the nursing care of people with dementia in Canadian hospitals: An environmental scan. *Canadian Journal of Nursing Leadership* 36(2), 58-71).

**Attended:**

- MHLA/ABSM Board Meeting
- MHLA/ABSM Fall Meeting
- MHLA/ABSM Fall CE session on Writing your library philosophy
- UNIWeb support team meetings
- Dal Libraries Heads meeting & Senior Leadership Team meetings
- KLMG meeting
- Faculty of Health Faculty Council Meeting
- Times Higher Education session titled: Optimising research strategy and collaboration with new modes of data
- SRMG meeting
- Bi-monthly assessment meeting

# Libraries HR Library Council Report

Submitted by: Sandra Dwyer

Date: November 9, 2023

## Monthly highlights

- Along with the rest of the Libraries Senior Leadership Team met with members of the University's Integrated Planning Committee to discuss the Libraries Integrated Plan Submission.
- On Thursday, Nov. 2<sup>nd</sup> I attended the University's Employment equity leads quarterly meeting. There were a number of interesting presentations at this meeting:
  - Accessible Employment: What we do to support employees (Ivonne Paez, Orla McDevitt & Justin Snow)
  - Faculty of Health Strategic Plan: What does embedding EDIA in the strategy look like? (Suzie Officer)
  - Understanding Our Roots: Nestimuk tan wtapeksikw – Information on the report and how it impacts our work (Laura Godsoe)
- On Wednesday, October 18<sup>th</sup> @ 10:00 am I attended the blessing of the new table, crafted by Jim and Cheryl Walsh, in the Ko'jua Okuom. After the blessing I attended some of the annual Mawio'mi.
- Continuing to attend regular Dalhousie University Infrastructure & Sustainability Initiative Killam Library (EPC) Project - Coordination Committee Meetings and addressing issues, such as staff moves, ensuring that there are minimal service interruptions, pre-work walk throughs with the contractors; etc.
- As usual a significant portion of my time this month has been devoted to confidential HR matters, job descriptions and job classification reviews, and HR processes related to recruitment and payroll.
- Jolene Reid, as a member of the Libraries Health & Wellness Committee, worked with Jaclyn Chambers Page to create and host a very fun Ghost walk for the Library staff at the MacRae on October 25th. Congratulations on a successful event.

Other members of the Libraries Health & Wellness Committee, David Ryan, Gina Coates and Sandy Dwyer recruited Michelle McDonald and Eric Rountree to help them plan, organize and host a Halifax Ghost Walk. This had been planned for Nov. 1<sup>st</sup> but due to bad weather has been rescheduled for Wednesday Nov. 8<sup>th</sup> at 3 pm. These events wrap up the Libraries participation in Walktober.

## Staffing news

- Kathryn McCaskill was the successful candidate for our Limited Term Subject Liaison & Alma Support Librarian position. Katie will be starting on Nov. 9<sup>th</sup>.
- Eric Rountree was the successful candidate for our second Instructional Support Technician position that was posted in July. Eric had previously been working at the Libraries in a temporary backfill Caption Coordinator & Instructional Tech Support position. Eric started in his permanent position on Oct. 30<sup>th</sup>.
- Heather Stempien, who was in the role of Library services Supervisor at the Kellogg Library, announced that she would not be returning from her maternity leave. Her resignation was effective September 30<sup>th</sup>. Teanna Sparks had been backfilling Heather's leave however she was unable to continue with us after her initial contract end date of Oct. 31<sup>st</sup>. I am pleased to announce that Sarah Clarke, who has worked in the past as a temp at the Kellogg Library, will be returning to fill this position until the end of January 2024. This will give us time to go through the search process for a permanent replacement.
- The Copyright Specialist position, to replace Lachlan MacLeod, closed on October 25<sup>th</sup>. Search Committee members, Amanda Sparks, Jaclyn Chambers-Page and Sandy Dwyer have reviewed the applications, shortlisted and are in the process of setting up interviews.

## Announcements

The *Your Voice* survey will run from Nov. 20<sup>th</sup> – Dec. 1<sup>st</sup> and everyone is encouraged to complete the survey. Your feedback will help advance Dalhousie as a great place to work, as leaders at Dalhousie will use the results to better understand what we're doing right, where we're falling short, and what new avenues we may wish to pursue.

Please be assured that the *Your Voice* survey is **confidential**. Under no circumstances will efforts be made to personally identify the faculty or staff members who submit a survey. When asked in the survey for your department filling in that you work in the Libraries is really important so that Libraries specific results can be shared with our Dean.

1. Approval of Agenda

Indigenous land acknowledgement statement

2. Consent Agenda

2.1 Approval of Draft Minutes of September 25, 2023 Senate Meeting

3. Matters Arising from September 25, 2023 Meeting:

3.1 Full Proposal for Proposed Creation of College of Digital Transformation, Faculty of Management and Faculty of Computer Science

4. Steps to Make Diversity and Inclusion a Reality

Presenters: Michael Vandenburg (Dean of Libraries), Elaine MacInnis (Associate Dean Library Services and Head, MacRae Library) and Samantha Adema (Indigenous Services Librarian)

Presentation Title: University Libraries Indigenous Services and Initiatives

Focus groups of Indigenous students wanted more visibility of their culture, and dedicated spaces. Downie Wenjack Room is part of this, as well as the Indigenous Community Room in the MacRae library in Truro. (Room includes ventilation which means smudging can be carried out at any time.) Ko’jua Okuom launched, with naming ceremony, in June 2022. Exclusively for Indigenous programming (internal and external.) When not booked for Indigenous programming it is a study space.

Prosper collection (first Mi’kmaq graduate of TUNS) – artifacts.

Beading workshops led by Michelle MacDonald of Library. Screening of films. Dance workshop, Wikipedia edit-a-thon, other events planned. Handcrafted table constructed by Jim and Cheryl Walsh from Milbrook First Nation.

Special projects: Seven Sacred Teachings (Lorne Julien.) Murals purchased and on display at Killam. Also approached by Tayla Paul, artist, for “Peaked Cap Project,” a sculpture to be installed near Killam. It will include a bench for contemplation. Using art to contribute to reconciliation.

Art installation in collaboration with local high school, red dress, MMIWG.

Initiatives to decolonize classification and terminology. Working with Novanet and NIKLA. Adding more respectful terminology to describe items in catalogue.

5. Reports:

5.1 Chair of Senate’s Report (Senator Spiteri) – submitted in writing.

5.2 Provost’s Report (Senator Harvey) -- highlights: October 3 and 4, Fall convocation and installation of president and chancellor. Mi’kmaw History Month. Task force “Understanding Our Roots” on misappropriation of Indigenous identity. Followup on report recommendations is ongoing. 2023 is first year without enhanced safety measures, continue to follow recommendations from Dr. Strang. Encourage Dal community to take advantage of flu shot clinics.

5.3 Questions for Reports

FOR APPROVAL

6. Senate Learning and Teaching Committee (SLTC)

6.1 Proposed Revisions to Student Rating of Course Content Aspects of the Student Feedback on Learning Experiences Policy

Presenter: Maria Pacurar, Chair of SLTC

Addition of mandatory questions in student ratings, looking at equity etc. in content. Limited visibility of results. Pandemic meant the project was delayed. Policy will now be enacted. Proposed changes to reviews brought to Senate.

Motion to approve proposed revisions to Student Feedback on Learning Experiences, related to Student Rating of Course Content.



Motion *carries*.

6.2 Proposed Requirement of Medical Notes for Final Exams/Use of Student Declarations of Absence for Final Exams and Final Pieces of Work

Presenter: Maria Pacurar, Chair of SLTC

Motion *carries*.

7. Presentation - Transition & Engagement Framework and Campus Vibrancy Initiatives

Presenter: Rick Ezekiel, Vice-Provost, Student Affairs

Next meeting: **27 November 2023**

Respectfully submitted,  
Shelley McKibbon