

Public Services Advisory Committee Meeting  
May 23, 2007

Present: Ann Barrett, James Boxall, Geoff Brown, Jane Duffy, Sandy Dwyer, Mark Lewis, Sharon Longard, Gwendolyn MacNairn, Mike Moosberger, Fran Nowakowski, Michelle Paon, Karen Smith, Tina Usmiani

Regrets: Ian Colford, Bill Maes, Gwyn Pace, Helen Powell

Guest: Amir Feridooni

1. Information Literacy Retreat Recommendations – Fran Nowakowski

- F. Nowakowski reviewed the Information Literacy Committee's Terms of Reference (Draft) that had previously been circulated to members and that had been drafted based on discussion from the retreat. Discussion followed and J. Duffy asked for recommendations from the committee.
- It was agreed that membership should be fairly broad in scope and thus it was deemed that membership should be drawn from "eligible teaching public service providers".
- The wording of the **Membership** from the draft document was then changed from "and five additional librarians" to "and five additional members".
- It was agreed that 2 members would be from Killam and 1 member each from Law, Kellogg and Sexton.
- It was proposed that in June of each year the Information Literacy Co-Coordinator would ask for interested participants to replace out going members. Members, should there be more than one person from each library expressing interest, would then be chosen by public service administrators, independently, at each library.
- Purpose – it was suggested that the purpose be improved by incorporating more of the vision and mission statements. (*The Information Literacy Committee will look at improving the wording of the purpose at their next meeting*).
- It was determined that the Information Literacy Coordinator will Chair of the Information Literacy Committee as it is one of the incumbent's duties.
- Information Literacy Priorities handout, that had been circulated prior to meeting, was presented by F. Nowakowski and discussed by members.

2. Web Management Committee - Terms of Reference – Jane Duffy

- A draft of the terms of reference, based on input from previous PSAC discussions, was circulated to members at the beginning of the meeting. J. Duffy asked that members review the document and some changes were made during the meeting. The members agreed that development should be more reflected in the activities
- Clarification of external representative was sought and suggestions of student and/or Faculty member were raised. It was suggested that a SIM student would be quite appropriate.
- *J. Duffy will send draft out electronically and requests that feedback from members be sent to her over the next three weeks.*

3. Verde/SFX Update – Geoff Brown

- G. Brown outlined this initiative and provided background for the group. A handout “SFX/Verde Implementation - Project Brief” had been prepared and circulated to members.
- SFX will improve public service as it will improve the public interface by allowing us to make it look and say exactly what we want it to.
- Serial Solutions ends July 31/07 so we must be ready with SFX by then.
- Verde training, for technical services staff, is coming soon – late June.
- Questions can be directed to any of the implementation team members.

4. Killam Reference/Technical Assistance Co-location Pilot Project – Sharon Longard

- Final report has been submitted to Jane Duffy
- S. Longard briefly stated that recommendations had been included in the report and that further recommendations, informed by the reference staff meeting held earlier, would be included.
- Final documentation will be amended as a final draft and then distributed to PSAC members for information purposes.

5. DalSpace News and Membership Update – Michelle Paon

- M. Paon gave a brief update and outlined membership which includes the 2 new reference student assistants. J. Duffy asked that the group consider Mark Lewis for the second member at large.
- DalSpace Quality Checklist handout was provided to each PSAC member.

6. Summer Meeting Schedule – Jane Duffy

- J. Duffy proposed that because of vacation and conference schedules, PSAC members would deal with any matters arising by email for the months of June, July and August. Regular meetings would resume in September.

Next meeting: September 18, 2007

Meeting adjourned at 11:30 a.m.