Public Services Advisory Committee
Meeting
January 15, 2008

Present: James Boxall, Geoff Brown, Ian Colford, Marc Comeau, Jane Duffy, Sharon Longard, Bill Maes, Mike Moosberger, Fran Nowakowski, Gwyn Pace, Helen Powell, Karen Smith, Patrick Ellis

1. New Year's updates and announcements

   Jane welcomed everyone back and wished them a Happy New Year.

   Jane reported that Amir has given 9 tutorials for Microsoft 2007 to 57 staff in both Killam and Kellogg Libraries. Amir has plans to do Microsoft 2007 workshops at Sexton. Helen Powell noted that staff would like to have the software installed before the training is scheduled. Positive feedback has been passed on. There are plans to have the Microsoft 2007 software downloaded to CDs for staff home computers.

2. Systems Update

   Dalspace server – Jane reported that there has been discussion & reports presented at previous PSAC meetings. Marc reported that David Mifflen is doing a lot of work on Dalspace and is keeping tabs of any errors or problems that occur.

   Google Analytics – Marc reported that this is campus wide. Some minor technical difficulties have been encountered. Marc announced that Google mini is working its way onto campus and should be implemented soon. Two positive features for the libraries is custom synonyms and a plug in for the libraries website.

   Second Floor Learning Commons – Marc reported that if everything goes well tomorrow, the 2nd Floor Learning Commons will be up and running by noon. A navigator has been hired to be on hand until the end of term. There will be some background noise, but it is hoped that this will be kept to a minimum. Bill noted that this is an ongoing improvement project.

   Ticket System – Marc reported that the Systems staff are working towards a improved ticket system. Marc noted that Systems will be implementing a wiki "Twiki" which will be available to staff who need it. The "Twiki" will be a communication enhancement.

   Grad Studies – Marc reported that Stephanie Theriault from Graduate Studies has been inquiring about Dalspace.

   Midterm priorities – Marc reported that James & Michael need storage space. Room booking system for the Learning Commons will go online by end of January.

3. LibGuides – Fran reported that she has been happy with the positive response from the developer. If there are any issues or problems, he is more than happy to accommodate. A roundtable is being planned for next month and Jane noted that James Covey from Communications & Marketing has agreed to participate. Jane encouraged staff to attend.

4. Senate Library Review

   Bill reported that the Senate Library Review Committee has appointed their internal & external members. It is hoped that a report will be completed by end of summer. Bill noted that the public services participation should be no longer than two pages for each area.

5. Information Literacy – update

   Fran reported that the Information Literacy Coordinator has been asked to sit on the Senate Committee on Learning & Teaching and The Academic Integrity Subcommittee of the Senate Committee on Academic Administration. Fran will meet with the Academic Integrity officers next week to discuss library resources.

   Fran announced that she is hosting an audio presentation offered through the Education Institute. It takes place today in Room 2616 at 2pm. Fran is hoping to offer more of these in the next few months.

   Fran reported that she has created an Excel spreadsheet for Killam Librarians to input Information Literacy statistics that she can use to develop an Information Literacy Annual Report. Jane proposed that a task force be setup. Sarah, Sandy, Gwyn, & Ian have volunteered to be on this task force. Patrick Ellis and Helen Powell will get back to Jane with names from Kellogg & Sexton Libraries.

6. LIBQUAL focus groups – Jane reported that Sharon Longard will head the LIBQUAL Focus Groups. Since the LIBQUAL studies, the library has responded to many user concerns such as the "WE HEAR YOU" campaign. Jane suggested that information be collected from small groups on how the "post-LIBQUAL" initiatives are being received. Sharon noted that this information will be useful in writing a report for the Senate Library Review. Access to raw data can be found on the share drive.

7. Any Other Business

   Gwyn reported that Bill Maes & Bonnie Newman are working together to get more staffing for Saturday evenings. As a trial, the Library will be open until 12:00am every Saturday beginning February 16.

   James announced that Raymond Jahncke has joined his staff at the GIS Centre. James reported that the GIS Centre have acquired Lidar data for the Halifax Region through HRM and Raymond will be working on this data to find new ways to apply the resources across disciplines.

   Helen Powell announced that Amanda Sparks is the Acting Head of Access Services replacing Pam Chase-Mobus.