

Public Services Advisory Committee
February 15, 2011
G62, Killam Library

Present: Jennifer Adams, Ann Barrett, Geoff Brown, Ian Colford, Sharon Longard, Bill Maes, Michael Moosberger, Gwyn Pace, Michelle Paon, Helen Powell, Karen Smith, Tina Usmiani

Regrets: James Boxall, Marc Comeau

1. Approval of Agenda
 - a. approved
2. Minutes from January 18, 2010 meeting
 - a. approved
3. Business arising
 - a. none
4. Systems Matters
 - a. In Marc's absence Bill advised that work on the database of serials to include copyright information is ongoing. It is hoped this project will be completed in a couple of weeks.
 - b. Staff continue to pursue the uploading of Banner patron records into Aleph. It is hoped this project will be up and running for September.
5. Public Services Matters
 - a. Sharon reported:
 - i. A Team to review Reference Desk services in the Killam Library has been established. Members are: Linda Bedwell, Joan Chiasson, Sandra Dwyer, Sharon Longard, Gwendolyn MacNairn, Dominic Silvio, and Michael Steeleworthy. Gwendolyn has been appointed Team Leader.
 - ii. The Team will meet once a week for one hour.
 - iii. The focus of the review is on the reference desk itself, its function, location, etc.
 - iv. The Team has a deadline of May 31 to have a report prepared.
 - v. The Team's first task will be to conduct an environmental scan of how reference service is offered in the three other Dalhousie Libraries. The Review Team will invite the Heads of Public Services from all Dal Libraries to meet with them.
6. Collections matters
 - a. CRKN collections renewal 2011-12 (Ian)
 - i. Ian reported there are sixteen CRKN packages coming up for renewal and he doesn't anticipate any problems with the renewal.
 - ii. A list from CRKN will be provided to PSAC members.
 - b. Resignation from CRKN Board and Negotiation Resource Team
 - i. Bill advised in light of his pending retirement that he will be resigning from the CRKN Board and the Negotiations Resource Team effective June. The Atlantic representative on the CRKN Board will now be Donna Bourne-Tyson from Mount Saint Vincent. Peter Webster (St. Mary's University) and Louise White (Memorial University of Newfoundland) are also representatives.
7. Physical Plant

- a. Sexton campus space audit
 - i. Bill advised that he and Helen Powell met with representatives of the Educational Consulting Corporation regarding a space audit of the Sexton campus, including the library.
 - ii. Based on meetings with staff and observation of the current space ECC will make recommendations regarding what services should be located together and what space is needed.
 - iii. 21,000 square feet of space has been allocated for the Library.
 - iv. Bill has a copy of the audit in his office if anyone would like to drop in to review it.
 - v. When and if this plan is implemented depends on University funding. There is no timeline in place for the creation of a new library or renovation of existing space.
 - b. Kellogg library space update
 - i. The Kellogg Library will be moved into a third building slated for construction in the next 2 – 3 years on the corner of Summer Street and University Avenue. The Library would occupy the first two floors of the building.
 - ii. The proposed design of the new building is similar to that of the Mona Campbell Building in that it contains a central atrium. The Library is not in favour of the proposed design but is unsure if any changes can be made.
 - iii. The square footage of the new space will be comparable to the existing Library space.
 - iv. It has been suggested that compact shelving be installed in the new library to make the most of what space is available.
8. Strategic Planning and Library Review
- a. Royer Thompson update
 - i. Bill advised that the interim report from Royer Thompson should be available by the end of February.
 - ii. It is the intent that the original Steering Committee (Bill, Sarah Jane Dooley, Sandra Dwyer, Patrick Ellis, and Michelle Paon) will review the report first to determine any errors of fact.
 - iii. It is expected that Royer Thompson will hold a meeting with staff to present the report to them.
 - iv. Bill has had some discussion with Royer Thompson, Carolyn Watters (Vice President, Academic & Provost) and Susan Spence-Wach (Associate Vice President, Academic Programs) regarding the implementation of the recommendations in the report. It is expected that changes based on recommendations from Royer Thompson will not await the hiring of a new University Librarian.
 - b. University Librarian Search
 - i. Bill reported that Carolyn Watters has been appointed Vice President (Academic & Provost) and the search process will move forward.
 - ii. It appears that a new University Librarian would likely be appointed effective September 1st or January 1st.
 - iii. The Search Committee met on February 14th to begin drafting a job posting for the position.
 - iv. Dalhousie has in the past hired Janet Wright & Associates, Inc. to handle the search process. Former Vice-President, Academic & Provost, Sam Scully works for this company and oversees the search process for academic library positions.

9. Communications update

- a. Tina reported:
 - i. The Blog has taken a hit in terms of usage because of its placement on the new web page, and the loss of individual libraries' RSS feeds on their own sites.
 - ii. A meeting of the Communications Team will be convened to discuss this issue. Tina hopes to have a member of the University's Web Team attend the Communications Team meeting.
 - iii. There will be an electronic version only of the February issue of Context, which will probably be replaced by an email newsletter targeted to specific audiences.
 - iv. Representatives from each library are now contributing to the Libraries Twitter account. They are: Sarah Jane Dooley – Sexton, Mark Lewis and David Michels – Law, Karen Neves – Kellogg, and Michael Steeleworthy – Killam. Hash tags will be added so an individual can follow a specific library if they wish.
- b. Tina showed the Committee samples of posters the Libraries Green Team are using in the Killam Library to help educate patrons on the proper disposal of paper, recycling, organics and garbage.
- c. Tina has invited Dan Kelley from the Oceanography Department to be a guest contributor to our Blog. This was arranged with the assistance of Michelle Paon.

10. Round Table

- a. Jennifer Adams reported that the Law School has been working on a strategic plan which the Law Library has been involved in. It is hoped a final plan will be produced by the end of March. Jennifer participated in this process.
- b. Ann Barrett reported:
 - i. The Health Sciences Librarian position is under review. Submissions from staff are welcome. Although the deadline for submissions has passed the Committee will accept late submissions. Submissions should be forwarded to Helen Powell, Chair of the Review Committee.
 - ii. Copyright notices have been posted at all copiers and the scanner and queried if it might be possible to get a notice that is easier for patrons to understand. Bill responded that the current notice is a standard across the country. Possibly by September a more user-friendly version may be available.
- c. Michelle reported on behalf of the Green Team:
 - i. Poster campaign underway to help educate patrons on the proper disposal of paper, recycling, organics, and garbage in the hopes this will increase compliance.
 - ii. The Green Team is working in conjunction with a group of students in the ENVS 3502 class who are working on a class project. The project involves the sorting of the PROG bins to determine if there is better compliance in certain areas of the building.
 - iii. One of the Green Team's initiatives this year has been the sale of 2GB flash drives at the Circulation Desk. The flash drives sell for \$5.00 each and have been a great success. Between mid-November and the end of January 75 flash drives were purchased and 66 sold. Another order for 25 flash drives has been placed.

11. Other Business

- a. Access Copyright update:
 - i. Bill reported that the Canadian Association of Research Libraries would be making a presentation today to the Committee considering Bill C32.
 - ii. There are some issues with the University's Copyright web page. Once these issues have been resolved the new Fair Dealing statement will be posted along with a FAQ document.
- b. Bold Ambitions faculty and staff campaign
 - i. Bill reported this is a University campaign with a target of \$200 million in recognition of Dalhousie's 200th anniversary in 2018.
 - ii. The campaign started in 2007/2008 and has approximately \$180 million in commitments.
 - iii. It is now time to start a public campaign which will include faculty and staff. The faculty/staff campaign will be a mail-out campaign that will run from March 30 - May 31.
 - iv. The University hopes to have 1 or 2 champions from each faculty willing to participate in the campaign and encourage other staff in their faculty to also participate.
 - v. Each Faculty can propose to the University a faculty-based project they would like to have faculty contributed funds directed to. The Law Library has been granted permission by the Faculty of Law to participate in the Library campaign rather than the Faculty's campaign.
 - vi. The University Librarian's Council has proposed the creation of a scholarship / grant for support staff for educational training for the improvement of work related skills. The next step will be the creation of a committee to manage the fund and to create terms of reference.
 - vii. Bill and Anne Matthewman have agreed to be the Libraries "champions". \$25,000 is needed for an endowment fund so Bill and Anne hope to target some external donors for part of this funding.
- c. "OER University"
 - i. Bill referred to an article from the *Times Higher Education* on open educational resources entitled '*OER university to cut cost of degree*'.
 - ii. Athabasca University is participating in this endeavour.

Next meeting: March 15th.

Meeting adjourned at 10:25 a.m.