

Library Council Meeting Minutes

September 10, 2013, Room 200 LSC 9:30-10:00, Room 2616 Killam 10:05-11:00

Present: Linda Aiken, Ann Barrett, Creighton Barrett, Linda Bedwell, Donna Bourne-Tyson (Chair), James Boxall, Marc Comeau, Sandy Dwyer, Patrick Ellis, Melissa Helwig, Mark Lewis, Elaine MacInnis, Oriel MacLennan, Gwendolyn MacNairn, Joyline Makani, Anne Matthewman, Shelley McKibbon, Lindsay McNiff, David Michels, Michael Moosberger, Gwyn Pace, Michelle Paon, Robin Parker, Phyllis Ross, Janice Slauenwhite, Karen Smith, Sarah Stevenson, Margaret Vail

Regrets: Geoff Brown, Ian Colford, Sarah Jane Dooley, Allison Fulford, Jason MacDonald, Heather MacFadyen, Marlo MacKay, Dominic Silvio

1. The Agenda was adopted with the exception of Item 5: Visit from Dr. Florizone -100 Days of Listening. Donna announced that Dr. Florizone is unable to attend and sent his regrets. A meeting may be possible with Dr. Florizone on October 21st. Confirmation will be sent at a later date. Everyone is encouraged to attend the 100 Days of Listening Sessions. Comments can also be submitted online.
2. The Minutes of the June 11th, 2013 meeting were approved with the addition of Sandy Dwyer's name to the list of Regrets.
3. Business Arising

3.1 Committees' Annual Reports

The submitted reports have been received with the exception of the Web Committee report which will be forthcoming. David Michels noted that John Newhook, Associate Vice-President Research, will be added to the list of presenters in the Chair's report. Members were encouraged to read the reports and bring any matters for discussion to subsequent meetings.

3.2 Library Floor plans

Mike Moosberger reported that the floorplans for the Killam, Kellogg and MacRae libraries have been completed. The plans for Sexton are to be finalized this week and Law's after consultation with Anne Matthewman next week. They are expected to be published by the end of next week.

3.3 Budget

Donna Bourne-Tyson noted that her memo regarding budget cuts was edited by Patrick Ellis and Michelle Paon for distribution to the Deans and faculty by Council members. Feedback was received from one Dean who asked that faculty be consulted prior to any cuts. Donna reminded Council that consultation is encouraged whenever possible but that the responsibility for decisions regarding the library budget lies with the Library.

4. Special Leave Presentation – focus on The Mobile Experience – Gwendolyn MacNairn

Gwendolyn provided an overview of her sabbatical research into the possibilities and experience of using mobile devices to access library resources. With the assistance of two Computer Science graduate students and two CS 4th year students the processes required to read ebooks, download & read article PDFs, make notes using annotation apps (Evergreen and IAnnotate), and to use new apps (Oyster and BrowZine) and Elsevier's publisher apps were explored. (The presentation was interrupted while Council moved to Room 2616 in the Killam due to a double booking by Room Services.) Instructions for reading ebooks have been put in the Mobile subject guide and the CS Libguide. Instructions for using BrowZine are available from the blog site. Comments can also be added at the blog site. Gwendolyn will prepare a short presentation on her research for Dean's Council.

5. Visit from Dr. Florizone – postponed

6. Nominations for Chair of Library Council

Shelley McKibbon volunteered to Chair council until December 31st and Lindsay McNiff volunteered to Chair from January to June 2014.

MOTION: That Shelley McKibbon act as chair of Council from the end of this meeting until December 31, 2013 and Lindsay McNiff from January to June 2014. (D.Michels, S.Stevenson)
Passed unanimously.

7. Review Library Council Terms of Reference

The Terms of Reference for LC are due to be reviewed. Once reviewed and any changes made they will be sent to the Legal Counsel Office and then to the Senate Planning and Governance Committee for information and approval.

D.Michels highlighted two suggested additions and changes to the ToR in his Annual report in regard to web voting and lowering the quorum from two-thirds of the members to 50% plus 1. Phyllis Ross indicated that she had concerns with SMT's size and the issues which were or were not being brought to Council in particular budget deliberations and decisions. Donna Bourne-Tyson noted that SMT is the body which has final budget decision making authority. Karen Smith indicated that it would be worthwhile to review the Council's committees to make sure potential issues do have a forum for discussion.

Discussion ensued as to how to proceed with the ToR review. Gwyn Pace, Patrick Ellis, Mark Lewis and Donna Bourne-Tyson volunteered to review the terms and bring any concerns or suggestions back to the Council for discussion at future meetings.

8. Community Update

8.1 University Librarian

Donna advised Council that the Royal Society of Canada had established a panel of academics and librarians that were holding meetings across the country to discuss the future of libraries and archives in Canada. The meeting in Halifax is scheduled for November 8th from 2pm to 4pm in the University Hall in the MacDonald Building. Further information and the initial 5 questions posed by the panel will be emailed to Council members. Members are encouraged to attend and participate.

Responding to a question from Michelle Paon as to where we now stood with budget cuts and numbers Patrick Ellis replied that the total has not yet been finalized and it is possible that further cuts may be necessary. Donna indicated that she was working with both Financial Services and SMT to streamline and clarify the budgeting process and acquisition model respectively. Phyllis and Ann Barrett suggested that getting more and better usage data from our databases and SFX would help the budgeting processes.

Donna added that in future rather than providing a verbal overview at the Council meetings she will provide a written synopsis prior to the meeting so that members have an opportunity to consider points raised and be prepared for discussion at the meetings.

8.2 Renovations at the Law Library

David Michels announced that the long awaited renovations at the Law Library were to begin on Monday September 16th.

8.3 User Experience and Assessment Committee

Linda Bedwell indicated that the Committee is seeking new members. If anyone is interested or knows of anyone else who is please contact Linda.

8.4 Report - Associate University Librarian for Learning & Curriculum Support – Anne Matthewman

- Anne Matthewman is now a member of the Associate Deans Academic Council and will be attending their meetings.
- Lindsay McNiff and Melissa Helwig will be participating in a meeting with the International Students Centre and the Centre for Learning and Teaching.
- The Information Literacy Committee has sent out a survey regarding teaching participation by Library Council members. It is hoped that all members completed the survey.
- Melissa is cleaning up the IL online files.
- IL job descriptions are being discussed.
- New members are needed for the IL Committee. Anyone interested should contact Melissa.

8.5 GIS Advisory Committee

Michael Moosberger reported that a GIS Advisory Committee has been established. GIS staff and invited faculty from Science, Urban Planning, Computer Science as well as the Associate VP Academic Programs, Fiona Black, are meeting next week to determine the Terms of Reference.

Elaine MacInnis encouraged membership from the MacRae campus and has provided 2 names of people with GIS expertise. Michael noted that there was also demand for participants from Health Professions and Phyllis added Management. Membership will evolve but at the moment it is hoped for logistical reasons to begin deliberations with a relatively small group.

One of the goals of the Committee is to grow GIS/Spatial data expertise at each of the Dalhousie Libraries.

8.6 Report - Associate University Librarian, Information Resources – Patrick Ellis

- Human Resources is currently reviewing the three management positions.
- All Technical Services staff from the libraries met on Monday September 9th. It was a positive meeting however concerns were raised regarding the identity of each unit. It was apparent that there needs to be a shift in the numbers of people working with paper resources if we are to build a more robust electronic team. Specific recommendations will be forthcoming.
- Gail Fraser is the contact regarding e-resources management.
- More information will be presented at LC's next meeting.

8.7 Libraries Internship/Practicum Coordinating Committee (LIPCC) – Sarah Jane Dooley (written)

- Reminder Summer Shine Monday September 16th 2-4 Jacob Slonim Room Computer Science Bldg. Let Marlo know by September 12th if you are to attend.
- Anyone thinking of taking on a practicum student project please send description of the project to Sarah Jane as soon as possible. SIM would like to have this information before November. There is more information in the June 2013 Library Council Minutes.

9. Next Meeting October 8, 2013 Room 1170 McCain Building.

10. Meeting adjourned 11 a.m.

Respectfully submitted,

Gwyn Pace
Secretary