

Library Council Meeting  
Killam Library Room 2902  
17 September 2015  
10:00 am – 12:00 pm

Present: Donna Bourne-Tyson (Chair), Sandra Dwyer (Secretary), Carol Richardson (Recording Secretary), Jennifer Adams, Linda Aiken, Ann Barrett, Creighton Barrett, Linda Bedwell, Mick Bottom, James Boxall, Karen Chandler, Michelle Charlton, Sai Choi Chua, Ian Colford, Patrick Ellis, Gail Fraser, Allison Fulford, Melissa Helwig, Brian Lesser, Heather MacFadyen, Elaine MacInnis, Gwendolyn MacNairn, Anne Matthewman, Shelley McKibbon, Lindsay McNiff, Michael Moosberger, Phil O'Hara, Robin Parker, Jackie Phinney, Phyllis Ross, Karen Smith, Sarah Stevenson, Alice Stover, Nikki Tanner, Margaret Vail, John Yolkowski

Regrets: Geoff Brown, Marc Comeau, Sarah Jane Dooley, Mark Lewis, Oriel MacLennan, Erin MacPherson, Joyline Makani, Julie Marcoux, David Michels, Michelle Paon, Janice Slauenwhite, Dominic Silvio

Welcome to Nikki Tanner from the Law Library, Jackie Phinney from Dalhousie Medicine, New Brunswick, John Yolkowski, Copyright Services Coordinator, Mick Bottom, Manager, LITS and Brian Lesser, Instructional Systems Manager.

### **1. Adoption of the Agenda**

The agenda was adopted with the addition of two items.

Other Business

- Bit Curator Consortium - Michael Moosberger
- Senate - Robin Parker (an agenda item moving forward)

### **2. Approval of the Minutes of June 9 & 23, 2015**

The Minutes of the June 9 and June 23, 2015 meetings were approved as presented.

### **3. Business Arising**

#### a. 2014 -2015 Annual Reports (received by the end of August)

##### i. Library council – circulated

The Library Council Report was circulated prior to the meeting. Council will receive this report and will table the report until the next meeting since the former Chair of Library Council was not present.

##### ii. Libraries Internship/Practicum Coordinating Committee (LIPCC) - circulated

The Libraries Internship/Practicum Coordinating Committee (LIPCC) report was circulated prior to the meeting. Council will receive this report and will table the report until the next meeting since the Chair of the Committee was not present.

#### **4. Round table, activities over the summer – all members (60 minutes)**

The Round table activities will be moved to the beginning of the Council meetings.

Donna asked each council member in the room to give a brief overview of what they accomplished over the summer or of what they were most proud, professionally or personally.

##### Karen Smith

- A new piano keyboard in the Music Collection.

##### Alice Stover

- Technical Services did a physical move of staff this summer after their recent retirements. This created quiet space for those who prefer that.
- Weeding on the 4th floor.
- A member of the hiring committee for the C-5 positions.

##### Mick Bottom

- LMS Migration Project
  - The Instructional Technical Team in LITS has been leading the technical implementation of Brightspace, our new LMS.
- Funding is available from the LMS Project to hire two temp positions:
  - Technical Support Specialist - 14 month term
  - Learning Technologies Trainer position - 12 month term
- Help Desk Full-time hire (one staff member is taking a lateral move to Desktop support)
  - A full time Help Desk Technician position will be posted.
- Evergreen Hardware Refreshment Project
  - Installed 300+ new computers across all the libraries. The old computers were packaged up and sent back.
- Preparation for Wallace McCain & CHEB Learning Commons (Opening in October)
  - Extra Navigators and equipment need to be in place
- Statistical Computing Support
  - Statistical software licenses renewal, new version testing and roll-out, deployment to user community and labs, teaching and research support.
- DalSpace Upgrade from 1.8 to 5.1
- Library IT Training delivered in Jimma, Ethiopia
- Library Website Assessment

##### Brian Lesser

- Excited about Phase 1 of LMS Migration Project. The feedback has been positive and he is looking forward to Phase 2.

### Sai Choi Chua

- Statistical software licenses renewal, new version testing and roll-out, deployment to user community and labs, student SPSS license pilot project.
- Introduced Data Librarian Julie Marcoux to quantitative data researchers/chairs.
- Preliminary investigation on online test/assessment tool.

### James Boxall

- All GISciences staff are on the 5th floor as well as the atlases. The maps still have to be moved.
- Another student has been hired. Collin will be replacing Shannon.
- Gave a number of presentations (4-5 sessions) to students in grades 1-6.
- Presented a paper, "Discovering Spatial Data" to the Canadian Association of Geographers.
- Almost finished co-editing the book GIScience Research and Teaching in Canada (Springer, due in December).
- Attending a Joint Conference for International Society for Digital Earth and Geomatics Atlantic" in Halifax October 5-9. (key speakers: Mike Goodchild, Dawn Wright - Esri Chief Scientist, Rebecca Moore - Google, Admiral Newton - Halifax DND, Dough Wallace - Dal ocean sciences, Canadian Astronaut Jeremy Hansen; James is giving keynote speech on Monday afternoon with Dr. Lynn Moorman from Mount Royal University of digital Earth Education - Lynn and James are working with the International Geographical Union and other societies to enhance geospatial literacy in Canada).

### John Yolkowski

- Yesterday (September 16), the Copyright Office received their 50th inquiry since August 1.
- Attended the new Faculty Orientation and delivered a session with Michelle Paon.
- Is looking forward to a busy Fall.

A letter went to Access Copyright yesterday. We will not renew the license in January.

### Karen Chandler

- Proud of the collaboration she has done with the Resources Team members over the summer. There were many challenges.
- With the new price increases proposed, Karen worked with Heather and pushed hard to negotiate more favourable terms.
- Trying to get a better handle on payable amounts for approvals.
- Just adopted a kitten.

### Gail Fraser

- A member of the hiring committee for the C-5 positions.
- Worked on adding records to key resources databases.

### Heather MacFadyen

- Successful negotiations with Redacted due to confidentiality agreement. Received a 1% increase in the cost of each journal rather than 2%.
- Successful in negotiating close to ½ million dollar rebate from Financial Services towards the low dollar issue.

### Creighton Barrett

- Completion of the tape collection in the Archives' holdings – describing the tape collection of the Centre for Art Tapes (Intern, Mariah Blackmore did some work on this collection).

### Gwendolyn MacNairn

- Both the MacRae Librarian appointment and the Copyright and Humanities Librarian appointment recommendations have gone forward.
- A self-guided tour and bookmark with floor maps were created. Michelle Charlton helped put these together and they were launched last week. Good feedback so far.

### Lindsay McNiff

- Finished the LibGuide migration and everything went smoothly. Thanks to Daniel Gouthro for his assistance.
- Presented at WILU.
- Is teaching a research instruction session in the Refining Your Learning Skills program. This work will continue into the Fall. Lindsay plans to present at OLA on this topic.
- Teaching INFO 5530 at SIM this term, as well as the Academic Support Series (introduced last year).

### Elaine MacInnis

- Ethiopia teaching trip. A fabulous experience and there are plans to return. A report will be presented at Library Council in November.

### Jackie Phinney

- Working on a Faculty of Medicine Curriculum Mapping project using mesh headings.
- Had an opportunity to attend a conference in Colorado where she met librarians from across North America.
- In June, Alex (hospital librarian in Saint John) and Jackie collaborated to deliver an orientation session to the Family and Internal Medicine residents in Saint John. We hope to offer similar sessions at other New Brunswick teaching sites next spring.

### Margaret Vail

- Upgraded DSpace from 1.8 to 5.2.
- DalSpace has a completely different interface now. Continuing to improve it.
- Ethiopia trip was incredible. It was a whole new experience teaching and she looks forward to more teaching.

### Sarah Stevenson

- Emily Colford was the Research Assistant for the Discovery Team over the summer. She was working on a user assessment of the Libraries' website. Phase 1 was completing a card sort exercise with site users and creating a prototype site for testing as Phase 2. Phase 2 will be completed by a SIM student as part of a reading course supervised by Dr Mike Smit, with Sarah as a second reader/Libraries' liaison.
- Emily is now working at the MacRae Library until November 5<sup>th</sup>, under a different contract.

- On the MacRae Library Appointments Committee. Conducting the search for the MacRae Librarian position was a very positive experience. This involved several road trips to Truro and the opportunity to get to know other members of the committee better in a different context. The faculty members from the Agricultural Campus were delightful to work with, and valuable to the process.
- SciVal implementation – this is a three-way collaboration with Dal Analytics, the Libraries and the Research Office. The Libraries will be setting up institutional researcher groups on a common account which can be shared with individuals across the campus. Dal Analytics will be handling requests to share pre-populated groups. The Research Office will be providing current faculty lists and communications with individual faculty members as needed about their name authorities in SciVal. A successful pilot was done in August for the Faculty of Agriculture.

#### Ian Colford

- Processed a big donation that hadn't been dealt with for some time and now most of it is sitting on the shelves.
- Did some online work for a Digitization Project.
- Finished edits on manuscript for a novel.

#### Allison Fulford

- AUL report submitted.
- Given \$5,000.00 to continue the RAICS Digitization Project.
- Took a trip to the South Shore and saw lots of whales.

#### Phyllis Ross

- Did a massive weed on the 4<sup>th</sup> floor.

#### Patrick Ellis

- Busy with the Resources Team throughout the summer.

#### Linda Aiken

- Had a great experience during her Special Leave.
- Did some research on document delivery relating to her position she is taking on as the Librarian overseeing Document Delivery. Thanks to Allison Fulford for her stewardship.

#### Phil O'Hara

- Getting ready for the fall.

#### Michael Moosberger

- In addition to AUL report submitted; Digital Preservation: This could be a real boom.
- Three former grant funded employees have now secured professional positions. John Yolkowski being one of those employees. The work we do in preparing staff for future careers is paying off.

#### Anne Matthewman

- AUL report filed.
- Installation of compact shelving on the first floor of the Law Library.

- Weeded a fair bit of material.
- On the Internal Review Committee for the Centre for Learning and Teaching. There has been a lot of meetings and consultations before writing a report. A very interesting process and was glad to meet others in the university community.

#### Robin Parker

- Work doesn't slow down in the summer.
- Gave support for 13 Systematic Reviews which ties into research projects she is working on.
- Will be gone a couple of weeks to Coughlin.
- Is the University Senator replacing Oriel MacLennan. She will be providing a report to summarize what happens at the monthly meetings. She has a meeting with Kevin Hewitt, the Acting Chair (all Senators are meeting with the Acting Chair) to discuss any concerns going forward. Robin wants feedback from Council members in terms of Senate issues. Send her an email (Robin.Parker@Dal.Ca). She wants to represent everyone here.

Library Council is a subcommittee of Senate. Robin would like to provide a written report to Council and have time for questions.

#### Shelley McKibbin

- Great experience on the Search Committee for the MacRae Librarian. Also was on the Search Committee for the Dalhousie Medicine NB hire.
- Worked on Assessment.
- Everyone is weeding and focused on old Orthopedic books.
- Live Help has gone to a new version and she is recommending moving away from the old pigeon and moving to the new client. If you haven't done that yet, google <libraryh3lp>. The layout is nice.
- RefWorks and Office 365
  - The migration of RefWorks went well but there are a few issues with products that are confused by the new server. Shelley is working with David Mifflin to get the issues resolved.
  - The current Word 2015-2016 doesn't have toolbars. There is a tutorial available to Dal users on inserting references in a paper without having to use Write-N-Cite (<http://libcasts.library.dal.ca/RefWorks/InTextCitations/>). You no longer need to use the group code to log in from off-campus. This only applies when you create a new account. If someone contacts you and can't log-in, there is instructions on share (S:\Library\Share\RefWorks\Admin)
  - RefWorks is moving to RefWorks 3. The old version will not be taken down until 2017. Shelley will investigate and have more information at the next Library Council meeting.

#### Melissa Helwig

- Presented with Lindsay McNiff at Student Success. This created a wonderful partnership. Melissa was invited to the African Summer Camp.
- Her paper is finally being published.

#### Nikki Tanner

- Started at the Law Library last week.

- Her summer was great because she got this job.

#### Jennifer Adams

- Attend the CAUL Conference in Moncton.
- Attended WILU in NFLD.
- Late summer, attended a CAUT Librarians Committee meeting.
- On September 29 there will be a town hall meeting on “Getting Science Right” at the Halifax Central Library. For more information go to <getsciencerright.ca>.
- Teaching two sections of Legal Research & Writing.

#### Michele Charlton

- Officially launched Dal Reads. Bought 3,000 of “**A Year of Living Generously**, by Lawrence Scanlan” for first year students. There are two displays set up on campus. One is in the Killam Library.
- Working on LMS and leading the consultation group.
- Federal Election - encourage students to vote. Promotional materials have been ordered; working with Michelle Paon on roll-out. There will be two voting stations set up on the Dalhousie campus.

#### Linda Bedwell

- Readmitted students
  - Met with each student over the summer. There are roughly 38 students at last count. This is the same program as two years ago. Linda is working with David Matthias, Assistant Dean, Student Matters, who runs the Refining program for the students.
  - Lindsay will be doing an Information Literacy session for the program and will present at a future conference. Linda plans to deliver a presentation on the entire DLRAP project at a future First Year Experience conference.
  - Is meeting with each student one-on-one in the Fall.
  - Working with the Analytics group to see if we can expand the target group.
  - Have been approached by Engineering.
- Faculty Interview Survey
  - Already interviewed Faculty in Health Sciences & FASS. Interviews will continue into this semester. Plans are to draft the information received so far.

#### Ann Barrett

- Focusing on the planning of Kellogg move.
- Lots of weeding has been done to accommodate the move.
- Shifted material off-site and some of the material went to the basement.
- All staff have been fabulous. Appreciated the help from everyone.
- Working on the APLA Conference for 2016.

#### Sandra Dwyer

- HR report filed.
- The Health and Wellness Committee are working on preparing birthday boxes for Adsum House & Third Place Transition House.

- Arrangements have been made for another massage session. There may still be space available. It works out to be about \$1 a minute. Kellie Hawley is leading that initiative.
- Renovating her kitchen since end of July.

Donna Bourne-Tyson

- UL report was filed.
- On a personal note, mastered the 5 minute headstand.

**5. Strategic Plan – choosing priorities, general discussion, and suggestions for prioritizing (ie. rapid action task force, other?) (30 minutes)**

Donna reported she received great edits and comments regarding the Strategic Plan, which were incorporated. A draft of the plan was sent to Senior Administrators and some Senate committee members. Donna encourages staff to inform their colleagues that we have a New Strategic Plan and get feedback:

<http://libraries.dal.ca/content/dam/dalhousie/pdf/library/DalhousieLibrariesStrategicPlan.pdf>.

It was suggested we target or prioritize, break the Strategic Plan down into parts. It was proposed a small working group be set up to bring some of the plan to the forefront and set priorities. It was recommended for the timeline to be 6 weeks-2 months. The volunteers for this working group are: Shelley McKibbin, James Boxall, Jennifer Adams and Margaret Vail. They requested an update from SMT members as to the current status of activities on the Strategic Plan.

**6. Self Study for Senate Review – process, timeline, request for contributions, follow-up opportunities to edit draft (20 minutes)**

5. a - Single Services Point Access Services

It was suggested to change Single Service Point to Service Points. It was felt that in Killam there is more than one service point that is vital to the services we provide. Donna clarified that it is the Common Counter model being referred to in the Study, rather than a specific service desk. It was then suggested to replace single with blended service point or service counter which everyone found acceptable

Please feel free to send suggestions to Donna by September 25th. There is a very tight timeline. The first draft will be edited and made smaller, final draft is due mid-October.

**7. Request to record future Library Council meetings (5 minutes)**

It was agreed by all to record future Library Council meetings due to sound issues.

**8. Recommendation by UL for addition of 1 member, Senior Manager LITS (5 minutes)**

Donna would like the following two positions added to Library Council:

- Instructional Systems Manager (Brian Lesser)
- Manager of Services, Support and Training (Mick Bottom)
- All in favor
- Carried

It was noted, any staff are allowed to attend as guests.



**9. Senior Management Reports – question period, written reports submitted in advance (20 minutes)**

Attached.

**10. Other business (10 minutes)**

Suggestions for speakers, topics for discussion, planning exercises. A draft schedule and agenda items for Library Council meetings for 2015-16 was circulated.

Any suggestions now or later can be sent to Donna Bourne-Tyson.

- Devote time at a meeting to 'pitch' new Dal Libraries initiatives, rather than have one person pushing an idea. It could be called "New Initiatives".
- Make it an agenda item every 1/4 or twice a year.
- If you want to make a presentation at Library Council, please let Sandra Dwyer (secretary) know.

Security issues at the Tupper Building, including the Kellogg Library.

As is the case in four of our five libraries, where the library is a tenant in a larger Faculty building, decisions around security issues are being made to best suit the faculty. Patrick and/or Ann Barrett attend the meetings. The Faculty of Medicine have hired a commissioner to patrol the evenings in their area. The Halifax Police and Dalhousie Security are monitoring the link. Dalhousie ID cards are needed to get access to elevators. All deliveries have to check in with Security.

Bit Curator Consortium – email sent September 8, 2015

The BitCurator environment is an Ubuntu-based Linux distribution that includes open source and public domain digital forensics tools, as well as unique reporting mechanisms and user interfaces, designed to assist libraries, archives, and museums with the curation of born-digital materials. Funded by the Andrew W. Mellon Foundation, the BitCurator project has developed, packaged, and documented open-source forensics and data analysis tools to create forensic disk images, analyze files and file systems, extract file system metadata, identify and redact sensitive information, and identify and remove duplicate files.

Michael wants feedback from Library Council on whether we should become a member. The big universities in the US are heavily involved and are the driving forces. It would require systems support as well as desktop support. There was a brief discussion of the pros and cons of membership.

Room 2902

Donna is looking for feedback on the way Room 2902 is arranged. Please send her your feedback. Sound is an issue. A mic may be needed.

**Highlights from UL, AUL/Heads and Directors  
Library Council September 17, 2015**

**Patrick Ellis  
AUL Resources/Head Kellogg**

**PERSONNEL:**

Following a series of retirement interviewed candidate and hired 4 people (1 Kellogg; 2 Sexton; 1 Killam) with mixed Resources, Access Services, and Document Delivery responsibilities. One more hire to complete.

Cross-training: some Resources staff at Killam now taking on Access Services shifts. Resource training for new hires will start in earnest once all 5 staff are in place

**FINANCES:**

Successful negotiations with Financial Services for Exchange Rate Rebate.

EBSCO Serials renewal are complete. Introduction of 1% service fee.

**POLICY:**

Gift policy review with Office of Advancement and clarification of tax receipt requirements and processes.

**STACKS AND SPACE:**

Cuban donation (approx. 20 boxes) and Russian donation backlog resolved. Additional work needed to address Russian microforms. Weeding journals runs on 4th floor and basement plus 4th floor shift

Ongoing weeding in preparation for Kellogg move

Investigating impact of mold on collection

**OTHER:**

Sticker of roughly 3000 DalReads books

**Allsion Fulford**  
**AUL Discovery**  
**Head Sexton Library**

## **1. AUL Discovery**

### **a. Website**

Emily Colford was hired as a Discovery Intern in April, for a 15 week contract to work with a subset of the Web Advisory Committee (Team Emily) on website assessment. Optimal Workshop software was purchased to aid in the assessment process. The software allowed Emily to carry out an online card sorting exercise (30 cards; roughly 60 student and 40 faculty participants). The results of the card sorting exercise form the basis for a prototype website.

Emily's contract has been completed. Team Emily is reviewing the new website architecture. The second phase of the website usability process will be user assessment of the website prototype.

### **b. Primo**

The Primo Implementation Group (PIG) has been replaced by the Novanet Discovery Group, now responsible for 'care and feeding' of Primo. Allie will be the Dal rep, supported by Margaret Vail and the Dal Discovery Team.

The Novanet Discovery Group is working on some secondary aspects to the initial implementation – inclusion of IR data, LibGuides, and Course Reserves. In our Dal instance of Primo, we have included a link out to WorldCat Local, with Document Delivery options.

## **1. Sexton Library News**

Gina Coates and Jason Lee have been hired as Evening & Weekend Supervisors, and Sexton Library's new full-service evening and weekend hours began last Tuesday, September 8. To help maintain a high level of service throughout the day/evening, we have split the Navigator shifts – one in the morning and one in the late afternoon/early evening Mondays-Fridays. We also shifted some SIM Intern hours to the evening, in addition to weekends.

Returning students' reactions to the Library renovation are absolutely positive! They love the feel of the space, the colours, the furniture arrangement, and the new service desk. With our new staff and our new space, it feels like a bright new beginning for Sexton Library!

**Anne Matthewman**  
**AUL Learning and Curriculum Support**  
**Sir James Dunn Law Library**

1. Sir James Dunn Law Library
  - Compact shelving has been installed on the first floor, preceded by weeding project, U.S. materials from 4<sup>th</sup> floor and part of classified collection being reshelved in compact shelving
  - 4<sup>th</sup> floor renovation of Library to house graduate student offices and workspace has been completed – Library has two discussion rooms and open table space – bulk of the space controlled by Law School now
  - Nicole Tanner hired as Reference and Electronic Services Library – one year term position with possible extension – new reference hours at Dunn: 10-12 and 2-4, other times by appointment
  - Linda Aiken returned from sabbatical, David Michels on sabbatical July-December 2015
  
2. AUL Learning and Curriculum Support
  - Team plus other Dalhousie librarians involved in New Faculty Orientation and TA Day
  - I represented Libraries on review team for the Review of the Centre for Learning and Teaching
  - Melissa Helwig resented Libraries in video for new students
  - Lindsay McNiff worked with summer intern to prepare a script for faculty video

**Sandy Dwyer**  
**Director, Libraries HR**

- 1) Library Services Assistant positions – 5 positions were posted. Interviewing and hiring for these positions took place over the months of July and August. Gina Coates and Jason Lee were hired for the 2 Evening/Weekend Supervisory positions based in the Sexton Library. Echo Dyan was hired for the Access/Resources position based in the Kellogg Library. Molly Thompson was the successful candidate for one of the Access Services/Resources position based in the Killam and the successful candidate for the final Access Services/Resources, position based in the Killam, will be announced as soon.
- 2) The vacancy left by Echo Dyan will be filled. The job description has been revised and has been sent to HR this week for a provisional classification. It is anticipated that it will be assigned the new C5 classification (Library Services Assistant) and posted as soon as possible.
- 3) Andrew Wood has been hired for one year to cover the maternity leaves of Clare Cheong and Johnelle Sciocchetti. He is working half his time in Document Delivery and the other half in Access Services at the Killam.
- 4) Currently there are 3 vacancies in LITS. There is a Help Desk Technician position that we are awaiting the provisional classification and then it will be posted. This position is the result of a reassignment of duties for Graham Perkins that resulted from Michelle McDonald being the successful candidate for the previous internal to Dal Libraries T8 position posting. As a result of the migration to BrightSpace two term positions have been created. One 14 month position to backfill Nellie Clyde's duties while she is busy with this project and another 12 month position to provide support to faculty learning this new management system. The money for these two short term positions is coming from a special project fund not the Libraries' budget.

**AUL Access Services & Head, MacRae & Killam Libraries**  
**Highlights for Library Council**  
**September 17, 2015**

**MacRae**

1. **MacRae Librarian position** – process is almost complete and an announcement should be coming in the next couple of weeks.
2. **Basement Remediation Plan** - The MacRae Library's Main Collection, as well as its Agricola Museum Collection will be unavailable for use until the end of November. Remediation of the mold issue in the Library will be underway beginning next week. The work will involve the removal of the carpeting, stacks and books. New flooring will be installed and the walls will be cleaned. Books with visible mould will be treated, with some possibly needing to be discarded or replaced. All remaining books will be HEPA vacuumed. Once the space has been remediated, the books will be returned to the space. The museum artifacts will go through a separate process.
3. **InteriorScape Proposal** - A formal proposal was prepared by Verna Mingo and the Chair of the Plant Science department, Dr. Sam Asiedu, for an "Interiorspace" design for the MacRae Library. The proposal has been submitted to the Dean for academic support and Advancement for financial support.
4. **Ethiopia Short-Term Training** – Margaret and I had an excellent experience teaching in Ethiopia. Stay tuned for a full report at the November Library Council meeting.

**Killam**

1. **Copyright & Humanities Librarian** – process is almost complete and an announcement should be coming in the next couple of weeks.
2. **Killam Self-Guided Tour & Bookmark** – The Killam Reference & Research Services team worked on a project this summer to design a self-guided tour and a bookmark for the Killam Library.
3. **Collections Projects** – A Shift-to-Fit was completed on the 4<sup>th</sup> Floor and weeding in various has been ongoing.
4. **McCain Learning Commons** – the Grand Opening of the WMLC has been scheduled for Thursday, October 15 from 11:00 a.m. – noon.

**Access Services:**

1. **LiveHelp Coordinator** – We are still in need of a new Coordinator. Shelley has been graciously filling in but would like to hand over the reigns as soon as possible. The coordination of the schedule is now being done by Carol Richardson.
2. **Copyright** – We welcome John Yokowski as the new Copyright Services Coordinator.
3. **Document Delivery** – Linda Aiken is now the Document Delivery Librarian in addition to her existing role at the Dunn Law Library. A formal announcement will be going out in the next week. We thank Allie Fulford for filling in this role while Linda was on sabbatical.
4. **User Needs & Assessment** – We are revising the Committee membership and will aim to have representatives from each library and key stakeholders in the Dal Libraries.
5. **LIPCC** – The Summer Shine presentations formed part of the Welcome Reception for SIM students on Thursday, September 10<sup>th</sup>. All students presented reports on the projects that they worked on over the summer months, some through pre-recorded video presentations.

## **University Librarian Highlights for Library Council September 17, 2015**

**Dal Libraries Capital Projects:** July and August were taken up with many planning meetings for the Wallace McCain Learning Commons (WMLC) and the Kellogg Library Learning (KLLC) Commons in the Collaborative Health Education Building – communications, services, budgets, management, security, etc. There is a governance committee in place for each building which includes the relevant Deans, University Librarian and the Associate Vice-President Planning, Susan Spence Wach. The WMLC launches October 15<sup>th</sup> and the KLLC on December 1<sup>st</sup>, and both projects are on schedule.

**Dal Libraries Initiatives:** the final version of the Strategic Plan was distributed in July and is on the website: <http://libraries.dal.ca/content/dam/dalhousie/pdf/library/DalhousieLibrariesStrategicPlan.pdf> . A draft was circulated to senior administrators and the Senate Committee on Teaching and Learning, and I will be discussing highlights of the plan at the October SLTC meeting. Before the SP process wrapped up, work had begun on the Libraries' Self Study, which informs the Senate Review process upcoming this fall and winter. The Self Study is due October 16<sup>th</sup>. Working with Michele Charlton as chair of the initiative, the Vice-Provost Student Affairs, the President's Office and other colleagues, the Dal Reads program was organized and launched; I encourage everyone to read and promote *A Year of Living Generously* when you can. Thanks to Alice Stover and her team for coordinating the arrival and distribution of over 3,000 copies, one for each first year student plus interested faculty and staff.

**University Initiatives:** Several Strategic Initiatives working groups were busy over the summer including the 4.3 Top 200 working group, the 1.1 Retention Steering Committee, the group developing the Collider Space in the Killam (part of 3.1), the Data Access/Governance Committee, and a six-day Deans' Orientation program, which I attended and also presented at with Elaine MacInnis. I am also participating on the Steering Committee for 1.4, 1.5 and 2.4 (one combined initiative). The Learning Enabled Technology: LMS Implementation Steering Committee has been meeting weekly or bi-weekly since May, and this involves Brian Lesser and Michele Charlton as well, as the leads for two of the three committees involved – technology and communications. The implementation of Brightspace is proceeding ahead of schedule thanks to Brian, Phil O'Hara, Nellie Clyde, Michelle MacDonald and other members of our team.

**Association and Professional Initiatives:** During May - July I attended the CAPAL, Congress, CLA, APLA and IATUL conferences and made a brief presentation at IATUL about next year's conference which we are hosting.

As Vice-President/President-elect for CARL, I am chairing the strategic planning process which was unfolding over July and August. The CARL Board oversaw new phases for Portage this summer with the appointment of Chuck Humphrey as our first director.

I have been working with the Chair and Vice-Chair of Novanet on governance issues, and CAUL was active preparing an Open Educational Resources / Open Textbook presentation for a meeting of the Atlantic VP Academic group, along with several grants, responses to government consultations, and planning related to a regional Research Data Management repository network.

I met with the National Librarian and Archivist on two occasions and with LAC-BAC staff to discuss opportunities for partnerships between LAC-BAC and the Dal Libraries.

**Mick Bottom**  
**Highlights from LITS**

**LMS MIGRATION PROJECT**

The Instructional Tech team in LITS has been leading the technical implementation of Brightspace, our new LMS

**FUNDING IS AVAILABLE FROM THE LMS PROJECT FOR HIRING TWO TEMP POSITIONS**

Technical Support Specialist - 14 month term

Learning Technologies Trainer position - 12 month term

**HELP DESK FULL-TIME HIRE**

Will be posting a full-time Help Desk Technician position (one staff member is taking a lateral move into Desktop Support)

**EVERGREEN HARDWARE REFRESHMENT PROJECT**

Installed 300+ new computers across all the libraries.

**PREPARATION FOR WALLACE MCCAIN & CHEB LEARNING COMMONS OPENING IN OCTOBER**

Extra Navigators and equipment need to be in place

**STATISTICAL COMPUTING SUPPORT**

Statistical software licenses renewal, new version testing and roll-out, deployment to user community and labs, teaching and research support

DalSpace Upgrade from 1.8 to 5.1

Library IT Training in Jimma, Ethiopia

Library Website Assessment



**Michael Moosberger**

**AUL Research and Scholarly Communication & University Archivist LC Report**

**September 17, 2015**

- 1) Over the past month, I prepared two draft responses to consultation documents for which the University was asked for feedback. The first was the University's response to the Draft Tri-Agency Statement of Principles on Digital Data Management and the second was the University's response to Industry Canada's Consultation on Developing a Digital Research Infrastructure Strategy. These drafts have been sent to the VP Research and other senior university administrators for revision, approval and then submission to the Tri-Agencies and Industry Canada.
- 2) We have a number of new contractors and students assistants on staff. Domenic Rosetti joins returning Mariah Blackmore as the student assistants in the Archives while [redacted] joins Shannon Bale as the student assistants in the GIS Centre. We have also hired Andrea Kampen as our PADP grant funded employee to process the Ransom Myers fonds and Zac Schulyer is back working with us on the data migration of descriptive data from our old legacy databases into our new AtoM content management system. When Zac is completed his work, we anticipate that it will triple the number of descriptions in AtoM from 150,000 to 450,000.
- 3) I have been appointed to the University's 200th anniversary steering committee, which met once [redacted] over the summer and will start meeting monthly starting in early October.
- 4) We have begun the process of transitioning Jennifer Lambert into the subject liaison (Classics) responsibilities that were previously done by Susan Harris. Jennifer is also taking the majority of Susan's work in supporting Geoff in managing the Libraries' OJS.
- 5) I received an e-mail from Ann Vessey in Advancement yesterday informing me that Dr. Gordon Duff, former Director of the School of Pharmacy, had made a bequest to the University Archives as part of his last will and testament. Dr. Duff has left the Archives \$86,849.61. We will determine on what initiatives these funds will be used for in the near future and keep Library Council informed of our decision.