

# AGENDA

## Dalhousie University Library Council

Chair: Gwen MacNairn  
Secretary: Melissa Rothfus

DATE: October 18, 2018

TIME: 10:00am-12:00noon

LOCATION: Rm 2902 Killam Library

### TOPICS

*Dalhousie University is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq.  
We are all Treaty people.*

1. Introductions –Welcome New Members – Courtney Bayne and Morning Star Padilla
2. Adoption of Agenda
3. Approval of the Minutes (from Sep 20, 2018)
4. Business Arising (from the Minutes)
5. Council and Committee Activities
  - 5.1. Web Advisory Committee – Terms of Reference (revised) - submitted by Margaret Vail
  - 5.2. Library Council – Terms of Reference – to be reviewed annually
6. File Naming Conventions – Courtney Bayne and Gwen MacNairn  
Presentation will feature recommendations that align with best practices from the perspective of university records management.
7. Short Snappers – Gwen MacNairn  
Let's try a new item that will feature things that have changed or something that is new
8. Senate Report – Jackie Phinney
9. Senior Management Reports  
Questions from reports or any other current activities
  - Ann Barrett
  - Anne Matthewman
  - Donna Bourne-Tyson
  - Elaine MacInnis
  - Janet Hathaway
  - Marc Comeau
  - Michael Moosberger
  - Michelle Paon
  - Sandra Dwyer
  - Sarah Stevenson
10. Roundtable  
Be prepared to tell us about *one* activity that you have done in the Fall Term so far. Let's try to keep this brief but interesting – share a highlight, rather than everything you worked on.
11. Announcements
12. Any Other Business