

Library Council Meeting
January 23, 2020
10:00am-11:25am
Room 2902, Killam Library

Present: Donna Bourne-Tyson (Chair), Linda Clark (Secretary), Carol Richardson (Recording Secretary), Allison Fulford, Anne Matthewman, Courtney Bayne, David Michels, Deborah Hemming, Elaine MacInnis, Erin MacPherson, Geoff Brown, Gwen MacNairn, Hannah Steeves, Helen Wojcik, Jackie Phinney, Jan Pelley, Janet Hathaway, Janice Slauenwhite, Karen Smith, Kirsten Huhn, Lachlan MacLeod, Leah Unicomb, Linda Bedwell, Louise Gillis, Marc Comeau, Marlo MacKay, Melissa Rothfus, Michelle Paon, Robin Parker, Sandy Dwyer, Sarah Jane Dooley, Sarah Stevenson, Shelley McKibbin

Regrets: Amanda Sparks, Ann Barrett, Creighton Barrett, Gail Fraser, Heather MacFadyen, Joyline Makani, Julie Marcoux, Lindsay McNiff, Mark Lewis, Melissa Helwig, Michael Moosberger, Roger Gillis

Absent: Dominic Silvio, James Boxall, Joseph Wickens, Mick Bottom, Sai Chua

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

Welcome to Louise Gillis and Deborah Hemming our Limited Term Appointment Librarians replacing Julie Marcoux and Lindsay McNiff for their maternity leaves.

1. Adoption of Agenda

The Agenda was approved as circulated.

2. Approval of the Minutes (from December 2019)

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The Minutes from the December 12, 2019 meeting were approved as circulated.

C. Bayne / S. Dooley

Carried

It was announced for the recording of attendees for Library Council meetings, the same procedure will be followed as Senate meetings. An additional row will be added for absentees. Absentees are determined if a member does not respond with regrets either by an email to the Secretary and/or Recording Secretary or by not declining the meeting invitation.

3. Business Arising (from the Minutes)

No business arising.

4. Presentation -- -- Indigenous Services in NZ/AU Research Libraries Presentation

Donna Bourne-Tyson gave a snapshot of her visit to the Research Libraries in New Zealand and Australia: CARL 2019 Study Delegation. The presentation slides are available on BrightSpace [January 2020] CARL 2019 Delegation NZ and AU Research Libraries. It was noted, these slides are only just a highlight of the visit.

Questions:

- *Is the Māori Group one group (do they have different sub tribes) because we (Canada) have so many different Indigenous Groups that we try to acknowledge.*
The Māori are more homogeneous. There are basically 150 First Nations in Canada. We probably won't be able to do what New Zealand is doing because Canada is more multicultural.

- *Where do they get their funding in New Zealand? Is it Federal funding?*
It's similar to our model, some from government and some from fundraising.
- *The culture of hospitality that you raised in welcoming of visitors intrigued me. Do you see much of a difference between New Zealand's 17% Māori population compared to Australia's which is much lower. How is Australia grappling with the situation which seems very similar to ours?*
The culture of welcoming was more pronounced in New Zealand (staff all sat in on presentations and shared two meals within a 2.5 hour visit) than Australia. It seems as though Australia is further ahead than Canada but in comparison, they don't seem to be as compassionate toward indigenizing.
- *Did they talk about the kinds of services they are providing for international students that we could take note of?*
Nothing stands out at the moment but will refer back to the notes taken and report back.
- *Did you hear about any library services that have been changed or modified to support decolonization? Maybe some curriculum initiatives?*
Heard a lot in this area. That could be a whole other presentation.
- *Did they have professional development opportunities.*
Yes, many. Staff can speak a few sentences in Māori and they have given sensitivity training to their staff. They have a slow pace of life (could be a Māori influence). They take time to do something well.

If you have any more questions or comments for Donna, please send her an email.

Research Ethics Watch or Mi'kmaq Ethics Watch (Elaine MacInnis)

Researchers who were visiting Dalhousie in the Spring to talk about their work at the NCTR and with survivors, encountered a bump in the road. Even though they had gone through the research ethics approval at their own institution, they were advised that, when conducting research about the Mi'kmaq, they had to apply to the Mi'kmaq Ethics Watch, based at Cape Breton University.

At the upcoming Indigenous Knowledge Symposium on April 22, we are hoping to have Elder, Stephen Augustine, the Associate Vice President, Indigenous Affairs and Unama'ki College at Cape Breton University, to present on the work of the Mik'maq Ethics Watch and how to conduct research in Mik'maq. It was noted, if you are working with a researcher and the topic of Mi'kmaq comes up, please direct the researcher(s) to the email contact for Mi'kmaq Ethics Watch. Please attend the session with Elder Augustine if you can. Contact Elaine if you have any questions.

5. Highlights from the Senate Report – Jackie Phinney
File in Brightspace [January 2020] 20200123_LC_RPT_SEN

Question:

Do you understand what Alice Aiken means about not owning our status as a research institution (When asked what keeps her up at night, Senator Aiken stated that she finds it troubling that Dal does not own our status as a research institution).

The new president mentioned that Dalhousie is one of the few institutions that can truly say we are both a research intensive and teaching and learning intensive university. In the U15 universities, as you go further up in size they say they are research intensive universities because that is where they put their money in terms of facilities, emphasis on faculty hires and funding of research. That is what they advertise. York University, which is not part of the U15, is larger than Dalhousie and is not a research intensive university. They focus more on teaching excellence and some research. Dalhousie does world class research but it seems to be part of our corporate culture that we don't say we are the best. We don't claim to be a research intensive university even though we are. It was noted, we are being too humble although we have a lot to be proud of in the region. We should be more vocal about that.

6. Questions or discussion topics from previously submitted reports:

- | | | |
|----------------------|----------------------|-------------------|
| - Ann Barrett | - Janet Hathaway | - Michelle Paon |
| - Anne Matthewman | - Janice Slauenwhite | - Sandra Dwyer |
| - Donna Bourne-Tyson | - Marc Comeau | - Sarah Stevenson |
| - Elaine MacInnis | - Marlo MacKay | |

7. Roundtable – *highlights from members* (as time allows)

Deborah Hemming

Blind Date with a Book will be happening on February 12 from 11am-3pm. Please participate if you can.

Kirsten Huhn

The Collection budget is on track and approaching year end. Keep in mind the deadlines for ordering.

Courtney Bayne

- Records Management training sessions for February and March are now available for online registration.
- Reminder to consider the retention of departmental documents; i.e. how long they are being kept. This is especially relevant if you are doing a procedures manual. There should be an indication of how the documents will be handled and how long they will be kept. For example, if there are old waiver or release forms signed for borrowing laptops, then those documents should be scheduled for shredding. Courtney would be happy to chat with you if you have any questions.

Gwen MacNairn

Going to visit Egypt, Israel and Jordan for month of February and early March. Will miss the next Library Council.

David Michels

In his role as Chair of the Law School IT Committee, he's been involved in discussions about digital competencies. There is a Canadian tech start-up in Toronto called "Alexsei" which is an AI product that writes legal memos. There will be a live demo given by the co-founder to Schulich's legal research and writing instructors on January 24. It will feature conversations about where the technology is going so that we can understand the skills that we need to instill in law students.

Sarah Jane Dooley

Enrolling in The Faculty Certificate in Teaching and Learning through the Centre for Learning and Teaching (CLT). Anyone can take courses through CLT and she has found it to be beneficial in terms of connecting with people from other areas of the university. It improves accessibility and online teaching preparation. If anyone has taken this before or has any insights into the program, please let Sarah Jane know. She hopes to complete the certificate in the next year or two.

Jackie Phinney

Received the 2019 CAUL Collaborative Research Grant. She'll be working with Lucy Keister from McGill University to launch a survey of librarians across Canada who are working with undergraduate medical students to see if they are supporting student wellness and how they are communicating that to their users. Very excited to have the financial backing for this project. Congratulations Jackie and Lucy!

Melissa Rothfus

Collaborated with Erin MacPherson and others from Atlantic universities to set up an RDM roadshow. These sessions will target librarians using "train the trainer" sessions. The sessions will take place sometime in the fall. Received an innovation grant from CAUL for this initiative. Congratulations Erin and Melissa R!

Robin Parker

- Back from sabbatical. Thanks to colleagues for covering during the absence.
- Passed her comprehensive exams and will be submitting her proposal for her PhD.

Congratulations on passing your comps!

Allison Fulford

- Enjoyed time away and now back into the swing of things.
- Taught four sessions to the English for Academic Purposes (EAP) students.

8. Announcements

The All Staff meeting will be held on Friday, February 21, 2020, from 9:30am-12:00pm in Theatre B, Tupper Building. There will be a presentation from Facilities Management on accessibility laws (they want feedback). Your host will be Michael Moosberger from the Senior Leadership Team. Please attend this session if you can.

Oriel MacLennan sponsors an annual talk at King's College. The talk takes place on January 30, 2020 in the Alumni Hall. The topic will be Decolonizing: Science, Technology and Indigenous Relations by Dr. Kim TallBear.

9. Other Business

Next welcoming event for the new president is at the Tupper Building at 8am on Monday, January 27.

Meeting adjourned 11:30 a.m.

Senate Representative Report to Library Council

January 2020

The most recent meeting of the Dalhousie University Senate took place on January 13 2020. The following is a report that summarizes the highlights of this meeting:

Presentation: Grievance process for non-bargaining unit members

Laura Neals gave background on process of perfecting this document. This is intended for Non-DFA faculty and has been tested against some test cases. The committee for this document included non-unionized faculty in Medicine and Dentistry who this mostly applies to; no consultations were done outside the committee. An open discussion amongst Senate ensued.

Reports:

- *Dalhousie Student Union Report:* Equity Diversity and Inclusion (EDI) should not be a marketing or promotional gimmick. Structural competency at our university means that when people enter the buildings, they are able to access all services. DSU current priorities include mental health and food security for students, along with ensuring Dalhousie welcomes inclusive speakers/leaders. The President of the student caucus noted that Dalhousie needs to make good on historical injustices, among other things.
- *Research Funding at Dal (Alice Aiken):* Our research strategy is grounded in EDI. Dalhousie is an early adopter of the Tri-Agency's new Dimensions EDI Charter, which are a set of guiding principles that help promote inclusive excellence. This past year we had 8 nominations and renewals of Canada Research Chairs, 3 new college members of the Royal Society of Canada, and other noteworthy awards. Noteworthy Key Performance Indicators include increased number of publications, increased external research income, increased numbers of academic visitors to Dal, and others. Number of Ph.D students has increased in the past year (0.66 ph.d students enrolled per academic staff; lowest in the U15). When asked what keeps her up at night, Senator Aiken stated that she finds it troubling that Dal does not own our status as a research institution.
- *Provost's report:* Teams have been looking at workplace burnout at Dal and are soliciting recommendations. They will then move into the solution space and decide what to put efforts toward. Annual budget process is underway, and team is trying to find ways to get input. Current tasks include hiring an advisor for the international centre, and now looking to what training is needed for intercultural competency. Dal is hosting a joint conference in February with MSVU, which will focus on higher education and teaching and learning (more info here: <https://www.dal.ca/sites/edc.html>). There will also be a conference on technology and learning coming in November, with more details coming later.

Respectfully submitted by Jackie Phinney

January 16 2020

W.K. Kellogg Health Sciences Library | AUL Scholarly Communications

Highlights for Library Council, January 2020

Kellogg Health Sciences Library:

- **Robin Parker:** Has returned from sabbatical as of January 1, 2020. Welcome back Robin!
- **Review of Martindale's interfaces:** Melissa H collected input from faculty and students in the School of Pharmacy on their preference for two different platforms of Martindale: Complete Drug Reference. Some final details are still being explored.
- **Interviews for NSHA Librarian Educator - Yarmouth Site:** This position supports the Yarmouth site of the Dalhousie School of Nursing in addition to being the NSHA Librarian for the Western region. The interviews are complete and the position should be filled soon. Until then, Melissa Rothfus will be supporting the nursing students and faculty in Yarmouth.
- **New Videos:** Two new videos were completed by our YCW Intern Kristy Hancock. These have been posted on the Online Tutorials page of the Dalhousie Libraries website and the links are also provided below:
 - [EMBASE](#) 7:11
 - [Finding Pharmaceutical Compounding Information](#) 5:55
- **Staffing changes:** Denise Irving has accepted a position in Resources as eResource and Metadata Specialist (C6). A temporary replacement for Kellogg Access Services will be named soon.

Scholarly Communications:

1. **Symbiosis Digitization Project:** In partnership with Dr. David Richardson the Symbiosis Digitization Project is making great progress. Geoff, Shirley and Joan have already completed up to 1990 (Vol.9), and the project in should be completed in spring 2020. The URL for the collection is: <https://dalspace.library.dal.ca/handle/10222/76841>
- **CAUL-CBUA 2019 Innovation Grant:** Congratulations to Melissa Rothfus and Erin MacPherson and their colleagues Alison Farrell, at Memorial University and Jasmine Hoover, at Cape Breton University; and Kim Mears, at the University of Prince Edward Island, for the successful grant awarded from CAUL-CBUA for \$1,000 to help support their project, *Atlantic Canada Research Data Management (RDM) Workshop*
- **Meeting with Surge Team:** Donna and a number of the Scholarly Communications Team met with Sean MacKinnon from the SURGE Team to discuss a seminar series they would like to offer on Open Science during the winter term. More details on the topics, times and dates will be coming soon. <http://surgeinnovation.ca/>
This series will be complimentary to the Scholarship@Dal Libraries series that will be announced soon.

Respectfully submitted,

Ann Barrett

Report to Library Council

Anne Matthewman – January 2020

AD Learning and Teaching

ADAC:

ADAC will be meeting on January 22nd. ADAC is now co-chaired by Vivien Howard and Chris Moore who are joint AVPs, Academic. The main topics of discussion on the agenda are: VP, Finance and Administration search consultation; and, Improvements to the Program Proposal Review Process.

Future of Teaching and Learning Self-Study Group:

This group continues to meet and I am now a member of the sub-group addressing the learner of the future. There will be some focus groups with members of Senate in February. The Self-Study group will present its report in March.

OER Focus Groups:

The joint CLT/Libraries OER Committee recently held 2 focus groups with faculty members following up on the faculty survey which was done earlier. Along with Chad O'Brien from CLT, Melissa Rothfus facilitated 1 group and I facilitated the other. After a quick review of data from the survey, we asked faculty members questions around their experiences of creation, adoption/adaption, and impact of OER. In my session, there was a lot of discussion of use of open data sets and of videos. Participants were happy to hear that there is going to be a joint CLT/Libraries grant of \$3,000 for the purposes of providing support for adapting, creating or assessing the impact of OER.

Team:

The team welcomes Deborah Hemming and Louise Gillis in their limited-term roles and welcomes back Alison Fulford from sabbatical. We will be having our first meeting of the new year on January 23rd. Two upcoming focuses for the team are WILU and the Research Bootcamp.

Dunn Law Library

Following the retirement of Stephen Murray, we have hired Gordon Ashley in a temporary position. Gordon will be working on the circulation desk, assisting with some IT functions, and working on some other projects.

Our librarians are busy assisting with research projects in specific courses through classroom sessions and with one-on-one sessions for paper courses. I began teaching my Advanced Legal Research course at the beginning of January and we are wrapping up classes for Legal Research and Writing this week.

During the winter break a dehumidification system was installed on the first floor of the Law Library.

A new Indigenous Art display has been installed in the hallway leading to the Atrium of the Law School. This ties in with the full week indigenous law intensive for first year students at the beginning of the term.

Dean of Libraries Update January 2020

Senior Administration: There will be a senior administration retreat led by President Deep Saini, scheduled for February 3rd. He is already exerting a positive influence on campus and I encourage everyone to attend one of the upcoming welcome events for Deep. I also look forward to working with Kim Brooks in her new role as Dean of Management, and Vivian Howard and Chris Moore splitting the duties as Vice-President Academic.

Budget Update: The third-quarter variance has been submitted and we're tracking well against our planned budget. Thanks to Janice Slauenwhite for her work coordinating that once again. The Integrated Budget Planning meeting for the Libraries is February 13th.

Libraries-related Discussions at Deans' Council / DRAC / Senate: The Classroom Recording Protocol was not approved at Senate; discussions continue, to refine the wording regarding consequences of non-compliance for students, and the relationship between student accommodations and the protocol. The Protocol will be going back to Senate in March. Dalhousie's approved Institutional Research Data Management Strategy is now posted on our RDM page <https://libraries.dal.ca/services/data-management-services.html>. The news that it has been approved was well received by colleagues with Portage and the Tri-Agency. Thanks to VPRI Alice Aiken for her support of the strategy, and to Erin MacPherson, Melissa Rothfus, Sarah Stevenson and the other RDM team members for their strong contributions.

Other Highlights: On behalf of CARL, I attended meetings in Ottawa organized by ISED and the transitional team for the New Digital Research Infrastructure Organization (NDRIO) to discuss the transition of Portage, Research Data Canada, and other national services and organizations into NDRIO over the next two years <http://engagedri.ca/>. NDRIO is funded with a \$572M contribution by the federal government, with a promise of sustaining funding after the initial 5-year period.

The Novanet Board will vote on Thursday on the elimination of late fines. This type of student retention program is in place already at several Canadian universities. Details for implementation will be developed with relevant staff, if the motion is approved.

Planning continues for the Dalhousie and Libraries and Archives Canada event on April 22nd – Access to Indigenous Knowledge, and it was a pleasure to discuss this and other shared interests with our National Librarian and Archivist Leslie Weir when she was here last week to deliver the Horrocks Lecture at SIM.

AD Library Services & Head, MacRae Library
Highlights for Library Council
January 2020

Library Services

Assessment – Linda is wrapping up work on the Indigenous SIFT and continuing work on the Sexton faculty interview report.

Copyright – There have been no further developments in determining the impact of the Copyright Board's decisions regarding the post-secondary tariffs. Anyone attending OLA this year is encouraged to attend Margaret Ann Wilkinson's annual update on copyright issues, as it is always very insightful. Roger is currently on paternity leave and is expected to return on March 2nd. Lachlan will be going on a 6-month parental leave starting on April 27th and returning mid October. We are hoping to provide a professional development opportunity for an existing library staff member to fill the 6-month term. The posting should be going live today or tomorrow and any interested staff are encouraged to apply.

Document Delivery – A DocDel All Staff meeting was held on December 18th and I was pleased to be able to participate. All participating members of the new Reciprocal Resource Sharing agreement have completed their transitions. As of the first of January, there is no charge for copies and a 6-week loan period with the possibility of a 6-week renewal in place for Document Delivery transactions between CAUL, COPPUL, OCUL (minus UofT) and BCI.

GIS & Data Services – We welcome the addition of Louise Gillis to our team, with a limited term appointment as Data Services Librarian, until the end of October. She is busily working her way through Julie's "special care package" and teaching classes. She and I are meeting on a weekly basis to ensure a smooth transition into the Data Services role. Choi was handling data questions from students and faculty members until Louise was ready to step into this role. In addition, Choi continues to support research projects that use datasets from Statistics Canada. Lachlan is testing our ability to copy datasets from the Dalhousie Dataverse to Scholar's Portal. Despite using the same open source software, there are customization differences that make the testing process an essential step in moving forward. Extending support for GIS, Jen is offering GIS & Spatial Data Services on the Sexton Campus, on Thursday afternoons, throughout the winter term. This supports specific coursework and projects done by students in planning and engineering. And being January, James and Gwen are getting ready to sponsor the 2020 versions of the Esri App Challenge and GIS Scholarship Competition. This includes support from Esri Canada and our Interim ECCE Director, Chris Greene (serving in this capacity while Daniel Rainham is on sabbatical).

Indigenous Services – We are currently waiting for feedback from the Indigenous Advisory Committee regarding the posting for the Indigenous Services Librarian. Once we incorporate any feedback we receive from them, the position will be ready for posting. We are hoping for a July 1st start. A group of us met with Aaron Prosper and Art Stevens to discuss options for creating an Indigenous space within Dal Libraries in Halifax, similar to what we have in the MacRae Library. Part of the discussions included finding some way to recognize Nora Bernard for her role in launching the class action lawsuit that resulted in the National Class Action Settlement. Planning is

continuing for the next Dalhousie – LAC Indigenous Knowledge Symposium that is to be held on April 22nd. Look for further information to be coming soon.

LIPCC – Sarah Jane has put out the call for Co-Lab project proposals to the Intern supervisors at each library. The deadline is March 1st. If you have any ideas for a project please talk to the intern supervisor in your library/department.

People Counters – The final pieces are coming into place for the implementation of our new people counter system. Wiring has been installed and we are just waiting for the cameras to be installed and the software tested. The systems are expected to be operational by April 1. When operational, daily reports will be provided by email and we will have the ability to request custom reports on demand. A huge thank you to Janice for all the work she has put into this project!

RefWorks – A broader announcement regarding the end of our contract with RefWorks has now gone out. The announcement includes a link to the Citation Management Subject Guide and alerts people to upcoming information sessions that will be offered through the Scholarship @ Dal Series. These sessions are in the planning stage at the moment.

MacRae Library

Barley Ring Display – we received a request from Alumni Relations to mount a display in the SLC celebrating the 10th anniversary of the Barley Ring. The majority of the content will come from Alumni Relations who will then donate the items to the Archives. The anniversary will be celebrated in April.

“Fab Four” Book Launch – On Wednesday, February 5th at 1:00 p.m. the MacRae Library will be hosting the book launch of four authors from the Faculty of Agriculture. Dal-AC’s Writing Centre Advisor, Dr. Patricia Cove, Business prof Dr. Chris Hartt, social scientist Dr. Kathleen Kevany, and recently retired from Dal Humanities prof and poet Dr. Deborah Stiles, all from the Faculty of Agriculture, will be speaking briefly about, and reading from, their newly published works. I will be serving as MC for the event.

Staff Update – Brittany Stewart started with us in early Jan, working in a 6-month temporary position in Access Services.

Young Canada Works – We submitted another application for a Young Canada Works Summer intern. The project proposes to work with the Atlantic Canada Co-operative Archives that were donated to the MacRae Library. There has been an increase in research requests for this collection in recent years.

Zillig Digitization Project – We met with Advancement in January to discuss a project to digitize content in the Edith Zillig Sheep Fonds. With the donor family’s approval, the project would involve digitizing as much of the collection as possible and employ a student assistant for the summer.

Welcome Dr. Saini – the MacRae Library will be hosting Dr. Saini’s welcome reception for Truro on Tuesday, January 28th at 2:00 p.m.

Other Meetings & Events

- I chaired the Heads meeting held on January 13th.
- Michelle Paon and I met with Brooke Edwards, Coordinator of the Melda Murray Student Centre on the Sexton Campus to discuss our various services and opportunities for collaboration.
- I attended the 2020 Dalhousie-Horrocks National Leadership Lecture & Reception on January 14th. The new Librarian & Archivist of Canada, Leslie Weir, was the invited speaker.
- I continue to participate in meetings of the Student Experience & Student Success Steering Committee as a representative from the Agricultural Campus. At our most recent meeting we had a presentation on various data points from the Canadian University Survey Consortium (CUSC) and the National Survey of Student Engagement (NSSE) surveys. This data is one of the tools that we are using to assist us in outlining key strategies to focus on.
- The CAUL Indigenous Knowledge Committee is meeting monthly. At our next meeting, we'll be working on our Action Plan, in correlation with CAUL's strategic plan.

University of King's College

Library Council report

January 2020

Library

The Library ended extended hours on Dec. 13 and closed for the holidays as of Dec. 21, reopening on Jan. 2. Full academic year hours resumed on Jan. 6, the first day of classes.

Things are going smoothly, and the Library is busy.

Foundation Year Program tutorial groups are visiting the Library for one-hour sessions on rare books from Special Collections presented by Patricia Chalmers.

Dr. Stephen Snobelen's History of Science and Technology class, HSTC 2400 Science and the Media, will visit the Library on Jan. 20 to see rare books and hear a presentation about early forms of printing.

Archives

The Archives has been the source of materials for the Advancement office for several projects, in addition to answering routine queries from alumni and members of the public.

Campus

The 8th annual Conference of the Early Modern held at King's on Jan. 17-18 included a keynote lecture by Dr. Jannette Vusich, "Painting at the threshold: women artists in 16th-century Italy," student paper presentations, and an alumni panel to celebrate the 20th anniversary of the Early Modern Studies Program.

King's Associate Professor of Journalism and Rogers Chair in Communication, Sylvia Hamilton, will receive the 2019 Governor General's History Award for Popular Media (Pierre Berton Award) and King's Inglis Professor and historian Dr. Shirley Tillotson will receive the 2019 Governor General's History Award for Scholarly Research.

- Janet Hathaway, Interim University Librarian & Archivist

University of King's College

Report to Library Council
Janice Slauenwhite
Manager, Financial & Physical Resources
January 2020

Financial

- Submitted 3rd quarter variance report
- Attended a Financial Administrators Forum meeting on January 13th where I learned that sometime during the 2020-21 fiscal both Pcard statements and travel expense claim forms will be going paperless.

Facilities

- Met with a representative from Ergoworks to conduct a 5-year review of furniture in CHEB before warranty expires
- Met with a representative from Facilities Management regarding A & R requests

Other

- CARL stats were submitted on January 13th
- Attended Disaster Plan Management Team meeting

Marc Comeau – Director, Academic Technology Services

- Future of Teaching and Learning self-study group is moving forward. The pace will pick up significantly this term as we race towards some March deadlines.
- There is parallel work being done on the E-Learning strategy. We're working closely with the Centre for Learning and Teaching on that one.
- Have a VR set from Mike Smit that we're testing. There's no specific intent at the moment, but there is interest in providing this as a service so we're exploring the technology and its technical requirements to begin.
- AV team is working on finalizing the RFP for the summer 2020 work. We are still awaiting word on funding details, but the background work has to be in place so that we can move quickly to meet deadlines.
- There are still 4 vacancies in the department, though we are making progress.
- We are waiting for delivery of two small components that will get us underway for deployment of our new SAN. The change should be transparent to everyone when it occurs, but it will help avoid significant future problems both with system performance and with our backup system as well.

Report to Library Council from Marlo MacKay, Communications Coordinator
December 13, 2019–January 22, 2020

- Conducted interviews with students for the International Student Work Experience Program (ISWEP) position of student communications assistant.
- Worked on promotions for Try Your Room and Brightspace Bootcamp
- Attended a PD session on fundraising for Deans and academic leaders.
- Attended two regular Senior Leadership Team meetings.
- Attended two meetings with Library & Archives Canada to further plans for the upcoming Indigenous Access & Knowledge symposium (April).
- Attended the annual Carol Sing.
- Made arrangements for two Dal Reads events with Michelle Sylliboy.
- Met with Aaron Prosper and some members of SLT to discuss the development of Dal Libraries spaces for Indigenous services.
- Hired and trained a student communications assistant through the ISWEP.
- Wrote announcements for the blog on three new staff members.
- Made arrangements for milestone event.
- Submitted Dal Libraries' entry to APLA newsletter.
- Met with National Librarian and Archivist of Canada, Leslie Weir.
- Worked on arrangements for a joint event in March about Elizabeth Bishop with Nimbus and Halifax Public Libraries.
- Attended a welcome reception for Dr. Saini.
- Met with Dal Reads committee to discuss book title for 2020/21.
- Hosted a Dal Reads artist talk with Michelle Sylliboy.
- Attended an art workshop (painting hieroglyphic Mi'kmaq language on birch bark) led by Michelle Sylliboy (also for Dal Reads).
- Met with Donna and Matt Proctor, the new Assistant Vice-President of Communications & Marketing.
- Procured decorations, treats, and wrapping materials for Blind Date with a Book (at all five libraries this year) and met with the team to review final to-do's before the event (Feb 12).

Report to Library Council

January 23, 2020

Submitted by Michelle Paon, Associate Dean Resources & Head of Sexton Library

Associate Dean Resources

Liaisons/subject selectors are urged to complete orders on assigned monograph funds well in advance of year-end so that invoices can be received and paid within the current fiscal year. Agreed cut-off dates for Killam Library and Sexton Library orders are Feb. 17th for print monographs and Mar. 20th for ebooks.

Resources Licensing Manager - I have been a member of the committee that interviewed three candidates from January 14th-16th. We are now proceeding to reference checks.

Congratulations to Scott MacPherson, successful candidate for the recent Library Services Assistant posting!

Participated in a meeting with Donna, Geoff Brown, and Kirsten to discuss the federal government documents retention initiative that is part of the Canadian Collective Print Preservation Strategy. During the fall, the project Working Group provided partner libraries with data about holdings overlap across the 20+ pilot institutions. Libraries were asked whether they wished to commit to the next phase of the project, and the Dal Libraries have agreed to do so. The Working Group circulated a draft retention agreement on which we provided feedback. We expect to receive a retention title list during the coming week.

- Participated in a meeting with Mike Moosberger and Marlo to discuss how the Libraries' website promotes digital and archival collections as well as donated print collections.
- With assistance from the DMP team, Elaine and I coordinated updates to the Holiday Contingency Plan and circulated it before the break. Fortunately no problems occurred over the holidays.
- Meeting with Dr. David Richardson, Ann Barrett, and Geoff Brown re. the digitized files of the scholarly journal *Symbiosis*, a publication whose content will eventually be loaded to DalSpace.
- Served as an external reviewer for a Librarian IV promotion dossier external to the Atlantic region.
- From January 29th - February 1st, I will be attending the Ontario Library Association Superconference.

Recently I participated in the following meetings or sessions:

- Scholarly Resources Management Group; Disaster Management Plan team
- Regular update meeting with Kirsten Huhn.
- Faculty of Graduate Studies Academic Programs and Curriculum Committee (December and January).
- CAUL Collections Committee (attended second half of meeting)

Head - Sexton Library

- I attended the January 11th Ukraine flight memorial ceremony at the Rebecca Cohn auditorium. On January 15th, along with the Dal community, Sexton Library staff and patrons observed a minute of silence to honour and remember the lives of those tragically killed in the Ukraine flight in Tehran, in particular our Internetworking graduate student Masoumeh "Masi" Ghavi and her sister Mandieh.
- During the Winter term, GIS Analyst Jen Strang will provide GIS and Spatial Data support services at the Sexton Library on Thursday afternoons (Jan. 9-Apr. 2) from 1:00pm-4:00pm.
- Elaine MacInnis and I met with Brooke Edwards, Coordinator of the Melda Murray Student Centre on Sexton campus. We shared information on the services and resources offered by both the Dal Libraries and the Centre and ideas for ways in which we could work more closely together.
- Allison Fulford has returned to the Sexton Library following a six-month administrative leave. Welcome back, Allie!
- Discussions with Allie and Sarah Jane re. CSA standards and availability/pricing of online options.
- I have been in communication with a former Dalhousie administrator who intends to donate 12-15 boxes of community planning books to the library. I also exchanged emails with an architect from outside the Atlantic region who enquired about donating 300+ books from their personal library.

I recently attended the following meetings or sessions:

- Senior Leadership Team (Dec. and Jan); Library Council; Library Heads;
- Luncheon meeting with SLT team and Librarian and Archivist of Canada Leslie Weir
- Update meetings with: University Librarian; Associate Dean Library Services; Assessment Coordinator
- Regular update meetings with Allie, Sarah Jane, and Amanda.
- Faculty Council – Architecture & Planning
- Sexton campus reception for new President Deep Saini
- Dal Libraries' All-staff Holiday Party; Faculty of Engineering Holiday Party
- SIM Lecture by Leslie Weir

Liaison:

- Completed selection of Indigenous studies books from donation of Dr. Fay Cohen.
- Attended talk by Mi'kmaq artist/poet Michelle Sylliboy.
- Attended Zotero/Mendeley citation management training.
- As NSIS Librarian, prepared monthly report and participated in January NSIS Council meeting.

Report to Library Council

Sandy Dwyer

Director, Libraries HR & Access Services

January 2020

Interviews for the Resource Licensing Manager (ADM 5) took place the week of January 13 - 17. The search committee members: Michelle Paon, Kirsten Huhn, Joyline Makani and Sandy Dwyer are in the process of checking references on the top candidate.

The System Developer (SIT2) position has unfortunately ended in a failed search, once again. We are in the process of reposting this position.

Interviews have taken place for the Manager, Academic Technologies Operations (ADM6) position. The search committee members were Marc Comeau, Sandy Dwyer, Ian Taylor, Director, MedIT and Les Johnson, CLT. A final decision on the top candidate is still in progress.

The Video Conferencing Coordinator (SIT 1) position interviews took place the week of January 13 – 17. The search committee members were Marc Comeau, Mick Bottom and Sandy Dwyer.

Scott MacPherson was the successful candidate for the Library Services Assistant (C5) position. Scott first came to the Dal Libraries in the spring of 2019 while doing a work term to complete his diploma in Library Information & Technology. Scott then stayed on in the Resources and Access Services departments in a temporary position based in the Killam Library. Scott is currently working in the Kellogg Library to assist in covering a vacancy created by Denise Irving's promotion to a new position in Resources, which is based out of the Killam Library. Scott will return to the Killam on February 3rd.

Alanah White will be joining the Access Services team on February 3, 2020 in a temporary Library Services Assistant position. She will be based in the Kellogg Library and will be backfilling the vacancy left by Denise, for six months, until we fill on a permanent basis. Alanah graduated from NSCC with her Library & Information Technology diploma in 2013. She has approximately 6 years' experience working with the Halifax Public Libraries and is currently finishing up a contract with the Nova Scotia Health Authority.

The two new limited term librarians began with the Dalhousie Libraries on January 1, 2020. We welcome Louise Gillis as our Data Librarian and Deborah Hemming as our Learning & Instruction Librarian.

Interviews for the Instructional Technologies Architect (SIT3) position have not yet been scheduled.

I was on vacation from December 17th to January 5th, which contributes greatly to the brevity of this report.

AD Planning

Accessibility 2030:

I've attended my first meeting of the Dalhousie University Accessibility Advisory/Steering Committee. This is a fairly large group at the moment, with the expectation that working groups will be formed to address particular aspects of accessibility. The Terms of Reference allow for this entity to become two groups (advisory and steering) committee as the work progresses.

I will be attending (weather permitting) the OLA Superconference January 29-31 in Toronto. I've selected sessions primarily in the areas of strategic planning and accessibility.

Head of Killam

Limited Term Appointments:

Deborah Hemming (Learning and Instruction) and Louise Gillis (Data) began their terms on January 6th. Their first week involved a lot of meetings and orientation to Dal Libraries, the Killam in particular and their subject roles. They have both settled in to their roles well and have already been teaching classes and making helpful suggestions. They are great additions to the Dal Libraries.

Selected meetings & events:

Jan 7 - Catch-up meeting with Coordinator of Assessment

Jan 13 – Heads meeting

Jan 15 – Meeting and lunch with National Librarian and Archivist (SLT event)

Jan 15 – meeting to redesign Integrated Science Programme library assignment (L Gillis, G MacNairn)

Jan 16 – Faculty of Science Council

Jan 17 – President's Welcome Reception (LeMarchant Place)

Jan 17 – SRMG (Resource Management Group)

Jan 17 – Met with External Reviewers for the Faculty of Management review

Respectfully submitted,

Sarah Stevenson