

Library Council Meeting Minutes

November 20, 2012, Room 1198, McCain Building, 9:30-11:00

Present: Linda Aiken, Ann Barrett, Creighton Barrett, Linda Bedwell, Donna Bourne-Tyson, Marc Comeau, Sarah Jane Dooley, Sandra Dwyer, Allison Fulford, Mark Lewis, Melissa Helwig, Oriel MacLennan, Shelley McKibbon, Lindsay McNiff, Heather MacFadyen, Elaine MacInnis, Joyline Makani, Anne Matthewman, David Michels, Michael Moosberger, Gwyn Pace, Michelle Paon, Helen Powell, Marlo MacKay, Gwendolyn MacNairn, Robin Parker, Phyllis Ross, Dominic Silvio, Karen Smith, Janice Slauenwhite, Sarah Stevenson, Margaret Vail.

Regrets: Jennifer Adams, Patrick Ellis, James Boxall, Geoff Brown, Ian Colford

1. The Agenda was adopted with a motion to include the addition of one late item: the Terms of Reference for the Information Literacy Committee. Motion was carried.
2. Minutes of October 9, 2012 were approved with corrections in spelling
3. Business arising:
 - Terms of Reference for the Information Literacy Committee. Dominic moved that an addition to the terms of reference should be made that states: *The Chair should be elected by the committee members and shall serve for a period of two years.* Phyllis seconded the motion. Motion was carried. Motion to approve the establishment of the IL Committee was approved.
4. Operational Review presentation and discussion: Donna presented the current state of affairs with the Operational Review and the activities of the Connex Team. The Connex Team have been given the task of considering implementation directions for a selected set of recommendations in the Report. The remainder of the recommendations have been assigned to SMT or specific individuals to consider and address.

Donna mentioned that staff should remember that this review is confidential and should not be distributed beyond the Dalhousie Libraries at this point.

Also Donna pointed out that some of the sections, like the organization chart, are starting points for discussion and should not be considered as recommendations we will be adopting. Some recommendations will not be considered at all as they are not practical at this time e.g. the implementation of more self-checkouts.

Some areas are already being acted upon e.g.: Investigating the discontinuation of Circulation putting money on DalCards - there are more efficient ways of doing this. \

Discussion from the floor:

Three of the Connex team spoke briefly about the challenges and progress of the group. They will be working on a communication plan at their next meeting.

Clarification: Sarah S. asked for clarification on pg.23 where undergraduates and faculty relationships are mentioned but not Graduate Students. This was, in fact, just an oversight.

Assessment: Linda B. mentioned that the new User Experience and Assessment Committee will be addressing some of the issues mentioned in the report and the Committee is compiling an inventory of assessment activities and doing an environmental scan.

Interdisciplinary vs multidisciplinary activity at Dalhousie: There was some discussion about the use of the term interdisciplinary in the report and if it actually should read multidisciplinary.

Branch Libraries: Gwendolyn raised the issue of the use of the phrase "branch library" throughout the review. This does not reflect the unique service that is offered at each library. 'Branch' implies that all services are identical at all sites while in fact each site should be able to reflect the activities of the specific faculty, students and departments they serve.

Scope and timeframe: This issue was raised by Creighton B.

Signage: Oriel asked who was responsible for new signage. The Communications Team will be coordinating this task and working with Facilities to have appropriate signs made.

Redeployment: Creighton asked for clarification on how redeployment would be determined and effected. How were jobs to be identified as 'low impact'. If a staff member expresses an interest in moving, how does that happen? Donna said this will be an iterative process and will take six months or more.

Strategic Plan: Joyline will be coordinating a coalition of the willing to revise the Libraries Strategic Plan so it aligns more closely with the University Strategic Plan. A new Strategic Plan will not be crafted until the new University President is in place.

Missing from the Review: An effective communication plan still seems to elude us and is not sufficiently addressed in the review.

Additional comments should be directed to members of SMT or the Connex Team.

5. Community updates:

- Linda: the Library Assessment and Evaluation minutes will be circulated to the listserv. LibQual will be run from 28 January- 17 February 2013. Promotion will be starting soon.

- Michelle: Has been meeting with all the heads of the 11 service units/centres in the Killam Learning Commons. They are planning a meet and share session sometime in January and at the same time have a 10th birthday celebration for the Learning Commons.
- Marlo: A call for a Killam Artist in Residence will be sent out soon. After the closing date, the jury will review the applications and make a final selection on the artist. Depending on the artist, the residency could begin as soon as January 21 and will last for 6 weeks.
- Karen: Invited everyone to the David Adams Richards presentation on November 29 at 7:30.
- Creighton: Invited everyone to the Kevin Hartford presentation in G70 at 11:30.
- Helen: Invited everyone to try the new Material Connexion Database. She also mentioned the RAIC (Royal Architectural Institute of Canada) digitizing project underway. She also announced that she will be retiring in June of 2013.
- Marc: Mick Bottom offered a training session on wireless trouble shooting and on creating PDF-A's at Kellogg which went very well and there are plans to run it again. Helpdesk staff would like a similar arrangement where they can have training on various library topics they encounter.
- Donna: Attended a CARL meeting where there was a presentation from LAC. LAC have agreed to be a last resort for lending. If they are the only holding library they will send items digitally. This should be in place by September 2013.
- Elaine: Gave a presentation at the Waterfront Farmers Market about services at the Agriculture Library that may be of interest to practicing farmers.
- Michelle: Attended Dal Vision 2020 and there were some good student ideas but not a lot of innovative ideas presented.
- Melissa: Camtasia Working Group has been evaluating alternatives and will have a report ready in December.

Meeting adjourned at 11:00 am.

Next meeting will be on 11 December 2012.