Library Council Meeting Minutes

January 8, 2013, Room 1130, McCain Building, 9:30 – 11:00

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

Regrets: Ann Barrett, James Boxall

Room change: Library Council meetings will now be held in Room 1130, McCain Building for the remainder of the semester.

1. The Agenda was adopted with the addition of 9b – the University Librarian's recommendation that Council appoint the Intellectual Property Officer as a voting member of Library Council.

2. Minutes of December 11, 2012 were approved with corrections in spelling.

3. Business arising – none.

4. DSI presentation and discussion: Oriel MacLennan spoke as Chair of the Digital Scholarship Initiatives Steering Committee. The DSI submitted recommendations to the University Librarian in October 2012.

   - The DSI Terms of Reference were created in Spring 2012; since then, the DSI has surveyed the other G15 institutions for commonalities in standards and platforms. Half responded and results showed a wide variety of platforms and models.

- The DSI continued with a massive inventory of Dalhousie's current initiatives and determined that considerable consolidation is necessary.

- Creighton will lead in the development of standards, templates, and workflow over the next few months. Room 5609 has been secured for use as the DSI workroom, and a graduate student in French will be working with Geoff on French department journals. Proposals for summer internships have started to come in.

- Oriel spoke to the DSI's report to the University Librarian, emphasizing the importance of standardization, consolidation, focusing on established projects, and identifying projects that will interest administrators.

Discussion

Money and personpower: Mark raised this issue. Patrick asked for clarification on prioritization and what can be expected in the way of funding. Oriel responded that the focus is now on consolidation and determination of need. Funding may depend on where support is coming from.

Getting started: Gwendolyn asked what the DSI recommends as a starting point. Oriel responded that consolidation will have to occur before any decisions can be made. Increased web presence and accessibility should follow consolidation.

Consolidation and standards: Sarah noted that new projects will not be considered without first consolidating existing projects. Marc noted that standards to guide consolidation are in the works. Creighton mentioned a planned assessment of digitization policies and procedures used by other libraries – this inventory will be used to create a set of standards to serve as the groundwork for any new initiatives.

External funding: Joyline asked whether the committee has explored external funding or the implementation of a grant-writing committee. Oriel responded that these options have not been explored as of yet, although Michael is experienced with grant writing.

Commendation: Donna thanked the committee for their excellent work and for providing a shared understanding of where Dalhousie Libraries stand with digital scholarship initiatives and how we should proceed.

Future prospects: Helen announced the receipt of a $25,000 Canada Council grant to digitize the Royal Architectural Institute of Canada journal. Helen also attended the Faculty of Engineering Council meeting, where the Council expressed continued enthusiasm for IR profiles. Sarah noted that librarian and SIM faculty IR profiles have been the focus thus far as test cases; the committee will be reaching out to other groups once any remaining kinks have been resolved. Karen mentioned Academic Computing Services being worked into the IR.

5. LibQUAL 2013: Linda spoke about the LibQUAL survey, which will run from January 28 – February 17. Approval from Research Ethics is not required because the survey is being conducted for internal purposes.

    -   Prizes have been confirmed: $300 Visa Gift card and iPad Mini. Staff, including student staff, are not eligible for prizes but are encouraged to fill out the survey. The 5 optional questions have been chosen and the UX&A Committee is currently testing the survey. The survey can be tested at http://tinyurl.com/amevyod. Please forward any problems with the survey to the UX&A committee.

    -   Linda requested that information about any other related surveys or studies coinciding with LibQUAL be communicated to her.

    -   Promotions: Marlo and Heather have been hard at work on promotional initiatives.

    -   The survey closes on February 17. The committee will start to analyze the raw data right away. Staff members are reminded to encourage participation.

6. Marlo spoke about Libraries Unzipped, a forum for librarians and library staff to present topics of note to their colleagues. Example topics from the past year include copyright, ebooks, RefWorks, who's citing you, teaching with music, primary resources, Open Access, statistics, and document delivery. A formal call for interested presenters will go out next week. Timing for this event depends on level of interest and availability of rooms.

7. Camtasia Alternative Working Group: Lindsay spoke briefly about the December report submitted by the CAWG to the University Librarian.

    -   After evaluating a longlist of 21 followed by a shortlist of 5 screencasting software alternatives, the CAWG has determined that less expensive programs do not yet meet

the Libraries' needs and has recommended the continued use of Camtasia. Donna and Marc are happy with the recommendation.

- David recommended a wider distribution of the final report; Oriel and Joyline both agreed these questions are prevalent in Academic Computing. Donna suggested that the group consider developing the report into a conference presentation.

8. Internship and Practicum Collaboration with SIM: Sarah Jane spoke about her proposal, which was approved by SMT.

- The proposal is not intended to change library internships but to allow for more coordination between the libraries and to make better use of the SIM practicum program.

- Creighton suggested also coordinating reading courses, which are of interest to many SIM students.

9. University Librarian's Moment

(9b) Appointment of Intellectual Property Assistant to Library Council: Donna noted that the position of Intellectual Property Assistant is being changed to Copyright Officer. The Copyright Officer will now report to the University Librarian instead of the Head of Collections, meaning that legal responsibility will reside with the University Librarian and the Copyright Officer.

Motion to appoint Intellectual Property Officer as a voting member of Library Council. Moved by Donna. **Motion carried.**

- Donna will be sending out the latest draft describing the two Associate University Librarian positions; feedback is welcome. Positions will be posted for Head of Sexton, Head of Killam, and the two AUL positions; a blended search committee has been proposed for all four positions.
- We recently received a CARL research grant for a SIM student's proposal for managing a repository for 3D patterns.
- January 15: CONNEX Team will meet with SMT to report on their recommendations for the Operational Review.
- Feburary 27: All staff meeting with a focus on Operational Review implementation and new renovations to the strategic plan.

- End of January: SMT will have a budget-planning meeting to discuss Phyllis' analysis of collection allocation formulas.

10. Community Updates

- Dominic: The ALA online workshop "How to Improve Your Library Assessment Instruction in 5 Minutes" will be viewed on January 10 from 3:30-5pm in the Killam admin conference room.

- Marc and Michelle have been asked to present a webinar on the Learning Commons in the Academic Library for the RUSA MARS LSS Committee. The webinar will take place on Tues, February 5, 1-2:30pm (Atlantic Standard Time), and will include presenters from Georgia Tech, University of Ill Urbana-Champaign.

- Marlo: Artist in residence has been selected through jury process. The contract is going through the legal department and the successful candidate should be announced soon.

- Phyllis and Joyline will be in Toronto taking a data management course in January.

- Donna welcomed back Gwendolyn from sabbatical and Lindsay in new role at Kellogg.

Meeting adjourned at 11:00am.

Date of next meeting: 12 February 2013.