Minutes of the
Library Council Meeting
April 8, 2014
Rm 2616 – Killam Library
9:30 – 11:00

1. The agenda was adopted with the one revision of switching the order of items 5 and 6.

2. The Minutes of the March meeting 11th were approved with the following corrections.
   2.1 Present: Jason MacDonald added.
   2.2 Item no. 7. Budget Update – 1.5 % budget cut should read 1.25%
   2.3 Item no. 8. Patrick Ellis – "September 2014. September" should read "September 2014."

3. Business arising

   3.1 The paper "Effectuation, Innovation and Performance: Towards Development of a Scale" authored by Joyline Makani , Joel Ryman (ETSU) and David Roach (Dal) won the Best Paper Award at the Appalachian Research in in Business Symposium.

4. Library Council Committees -Shelley McKibbon took the Chair while Lindsay McNiff spoke to this item

   A meeting of the chairs of Library Council Committees was held on March 25th to discuss the issues raised about council committees at the March meeting. If a chair was unable to attend another representative from the committee participated. The focus of the discussion was the differentiation between operational and advisory committees.
   The group made the following four recommendations: distinguishing between two types of standing committees: Committees and Operational Committees; that AULs should be ex-officio members of the committee to their AUL responsibilities but the role of the AUL could be determined by the individual committees (except when an AUL is not associated with a committee, such as the Libraries Internship Practicum Committee); that Operational Committees be explicit in their Terms of Reference as to what operational functions they will undertake; and that up-to-date Terms of Reference should be stored in a central location.

   Discussion ensued on the recommendations. Questions/comments were raised about the ability of Council to create operational committees when it itself is not an operational committee; the role of council and SMT's role; the decision making authority of the committees; confusion about the different types of committees; and the adding of unnecessary complications and restrictions to the committee structure. It was agreed that recommendation 4 was acceptable but due to the outstanding concerns members were asked to think more about the recommendations. Further discussion would be held at a future meeting.

Lindsay McNiff resumed the Chair and thanked Shelley for her assistance.

5. Discovery Layer Team Proposed Terms of Reference
   Changes to the wording were made based on recommendations regarding operational committees. The change to the ToR cannot be approved until the operations committees are approved. The item will be moved to next month's agenda.

6. Dalhousie Libraries Research Advisory Committee Terms of Reference
   The only change made to the ToR was to remove the word "university" but as the discussion regarding advisory committees is still pending this agenda item will also be moved to next month's agenda.

7. Head of Killam and AUL Research Librarian Positions – Council's Role
   In response to the question posed by David Michels (DM) as to why Council's role as outlined in Terms of Reference 2.14 [the Council shall consider and vote on] the creation of new positions or appointments was not part of the process for these two positions, the University Librarian, Donna Bourne-Tyson, (DBT) explained that Administrative and Interim Appointments are handled differently than DFA appointments which are governed by the Collective Agreement and that Senate guidelines and HR were consulted to make sure that the correct process was used.

   Further questions and comments were raised by Council members:
   -that the new AUL position was inconsistent with the current model of an AUL also being a head of a library;
   -why a search committee would be struck when it appeared that there was only one internal candidate with the qualifications for the position;
   -whether there was going to be an AUL assessment;
   -whether the Council's Tof R will be updated to reflect which positions are not covered by 2.14;
   -if there is a move away from a single Killam head;
   -which roles fall under which AUL,
   - issues of workload and responsibility shifting

   Donna Bourne-Tyson responded:
   - that SMT had discussed and planned on an AUL Research position being created but sought HR's advice on the process. It is very similar to the process used when there is only a single candidate for an Associate Dean's position, staff get to hear what the candidate has to say, the committee gets to refine priorities and there is an opportunity for others to comment.   The model which has been used to date for AUL's was not one that had been recommended by the professional consultant's and the roles of the heads may change over the years. Head roles are not full times roles for any of the current Heads.
   - that "according to Senate guidelines" could be added to the ToR
   - that SMT will be assessing the needs of the libraries and the plan is that SMT members will be assessed annually using a 360 review process, it is helpful that feedback be given when it is pertinent.
   - that there has not been a head of Killam and there is a desire to have a fair and even structure across the system, that there are also opportunities to mirror other faculties with department chairs reporting to the dean and not have heads of buildings

- there are overlapping interests in the distribution of AUL responsibilities but communication amongst the AULs helps to keep each abreast of what may affect another's bailiwick.
- that we are actually trying to be a more flexible organization, it is not easier with less money and fewer people so we are trying to give more latitude and develop people's skills and interests. The changes are not always easy for people.

DBT also noted that Emerald Group Publishing recognized Michael Groenendyk and Riel Gallant's paper on work they did with the Dalhousie Libraries on 3-D printing as a "Highly Commended Paper of 2013". This recognition mirrors other external views of Dalhousie libraries being progressive.

8. Community Update

Sarah Jane Dooley reported that a daylong orientation to the libraries is being organized for all of the libraries' interns and thanked those members who have agreed to speak during the event.

Marc Comeau reported that the third Makerspace tutorial was completed and although there was modest attendance those people participating found the sessions useful and LITS will continue to move forward with future sessions.

Anne Matthewman indicated that discussions will be held this Thursday at FASS regarding IL and FASS seminars. Ann thanked Council for the flowers on the occasion on her recent wedding.

Elaine MacInnis mentioned that MacRae Campus is undergoing a masterplan exercise and the library will be involved especially under the student services component. The launching of the Seed Library was a great success with many in attendance and wanting to participate. The physical changes for the library are moving ahead and there will be much disarray over the next several months. The notes from the last Access Services meeting will be out soon. Elaine will be attending the US Agricultural Network conference in Vermont during the first week of May and will also be attending APLA at the beginning of June.

Lindsay McNiff will be attending WILU, APLA and the Dalhousie CLT conferences.

In addition to her report submitted via e-mail, Donna Bourne Tyson reported that she is now a member of the Senate Academic Programs and Research Committee (SAPRC), which oversees new courses, changes to courses and research, and she is also a member of the Governance Committee for the CHEB Bldg. To a question as to why Lexis/Nexis was not cancelled as originally decided Donna responded that consultation prior to the cancellation had not occurred as fully as was thought. There were several faculty as well as External Affairs that require that subscription. It was noted that full consultation prior to any future cancellations is a prerequisite.

Heather MacFadyen reported that Sarah, Geoff and Mike will be attending the Association of College and Research Libraries (ACRL) workshop "Scholarly Communication: From Understanding to Engagement" in Fredericton on May 9

9. Other Business - None

10. Next Meeting – Tuesday, May 13, 2014 9:30-11am **MCCAIN Bldg. ROOM 1116**