

Library Council Minutes
Thursday –October 27, 2011
1:00 p.m. –3:15 p.m.
Library Conference Room

Present: Melissa Belvadi, Cathy Callaghan, Dawn Hooper, Suzanne Jones, Simon Lloyd (joined after class), Kelti MacPhail, Courtney Matthews, Donald Moses, Junhui Zhang.

Regrets: Wendy Collett, Betty Jeffery, James Murphy

Absent: Sarah Jones

1. Approval of Agenda
Agenda approved as distributed
2. Approval of Minutes (September 22, 2011)
Minutes approved, with several corrections.

ACTION: Melissa has suggested rewording under item 3.8 of September 22 minutes: she will e-mail this to Simon.

3. Business Arising

3.1 Evergreen Update

There are still a number of outstanding tickets that need to be resolved.

Peter has had to roll back the single line view on the Detailed Record view so that the multiple copies that had been displaying incorrectly no longer appear.

Version 2.2 of the catalogue promises to address many of the JavaScript issues that we are currently struggling with.

There is the possibility of Sitka or Conifer hosting our catalogue in the future.

3.2 Digitization Update

The Prince of Wales College content has been digitized.

The UPEI Senate minutes have been digitized.

Legislative Project ... over 60,000 pages have been scanned.

The PEI Card Catalogue cards are currently being processed and pushed into the Repository.

Currently working with Kirsta and the AIF team on CAIRN

3.3 Copyright

There seems to be a delay in releasing the interrogatories. There appears to be a discrepancy between the Library's Copyright page and the Coursepacks page. A committee was established to review both documents. Committee members are: Melissa Belvadi, Cathy Callaghan, Betty Jeffery, Simon Lloyd, and Chris MacLauchlan.

ACTION: Simon will schedule the meeting.

3.4 Signage

Signage has been installed. There are no numbers on the LINC and the Language Lab signs. Professors use the room numbers in their syllabi and when directing students to these room.

ACTION: Room numbers, in white, will be added to the signs. Suzanne will add interim numbers.

3.5 Public/Student Workstation Update

There was a request to install R on the workstations in the Collaboratory. R is a language and environment for statistical computing and graphics. It is available as free software. Before R could be installed in the Collaboratory, we would have to add memory to the workstations at an estimated cost of \$2500. Is this something that could be included in the non-space request for the upcoming year?

Melissa expressed concern about the expectations of support for this program if it is installed in the Collaboratory.

R will also be discussed at the IT ACT meeting.

3.6 Open House 2011

The attendance at the Open House was disappointing. We are looking at alternatives. We may want to look at the possibility of having our own open house and market it just for the Library. Suzanne is not willing to have people spend a lot of time and energy getting the program ready when there is not good attendance. Suzanne recommends that the Library have its own Open house. It was suggested that maybe Heritage Week might be a good time. Heritage Week is held in February. If it were decided to hold an Open House during Heritage Week, then it would not be until 2013.

3.7 Friday Music in the Library

The University 100 students have asked the Library to host a musical event in the Library this Friday from noon to 12:30 pm. It will be a mix of various types of music including some jazz.

3.8 Student Display Space
Suzanne is waiting to hear back from the requestors. We are willing to discuss the possibility of student display space in the Library.

3.9 Health and Safety
Librarians are asked to encourage their staff to complete WHMIS, if they have not done so.

Facilities Management was asked whether hand sanitizers would be provided this year. There is no plan to have hand sanitizing stations this year.

No additional hand dryers will be added to the washrooms at this time. New dryers would require additional wiring. The plan is to set aside money to complete this work in the next budget year. There is no plan to reinstall paper towel dispensers.

There is a Scent-Free Initiative Policy on campus. Additional signage and education are forthcoming.

3.10 Service Contracts
Simon distributed the recommendations to the Library staff members on Library Council on September 22, 2011.

ACTION: Dawn will check with Pauline to see if she has the information that she needs.

3.11 Student Concerns/Issues
Concerns were expressed regarding the condition of the study areas on the upper level, in particular the study rooms.

ACTION: Dawn will investigate the cleaning schedule for the study rooms.

3.12 Post Library Council CUPE Update

No concerns were brought forward.

3.13 Library/UPEI Policies
No update.

3.14 Staff updates
Nelson Hart is the new iPad Developer for the TourPad project. Nelson worked at the Library over the summer as an Islandora Data Stewardship Intern. Nelson is working part-time (18.75 hours a week) for the next year and is located in room 304 with Ben

Woodhead. Nelson will be working on improving the "proof of concept" TourPad app as well as further integrating it with the Islandora project with an eye to having a completed app by Spring, 2012.

Junhui Zhang accepted a twenty-five hour nine month term librarian position. She started on October 3, 2011.

Cindy MacDonald accepted a full-time MTS 5 position in Circulation.

Dawn Hayes is taking a two month leave of absence beginning November 1.

Dorothy Peters is filling Dawn's position in Interlibrary Loan.

Robyn Thomson accepted a two month term position. She will be filling in for Dorothy in Interlibrary Loan and Circulation.

4. New Business

4.1 Printing Press/Peter Rukavina

Peter Rukavina purchased a printing press, 1000 pounds 6'x3'x3'. He is looking for a place to house it. It runs on an electric motor. Noise would be similar to a photocopier.

There was an interest in exploring the idea. Issues include: space, on-going costs, use, noise, etc.

ACTION: Donald will contact Peter and get more details.

4.2 Article Discussion – "What Students Don't Know"

There was a wide-ranging discussion of the issues raised in this article, and general agreement with its conclusion that many undergraduate students were not familiar with the services and resources available through their academic library. It was noted that many students, even in the final year of their studies, were almost entirely dependent on Google (and/or Google Scholar). Discussion concluded with the observation that continuing faculty outreach, through the liaison system, was likely the most effective way to encourage and support students in using the library more (and more effectively).

ACTION: Simon will select an article for the November meeting.

4.3 Library Hours (Winter/Spring 2012)

Library hours were approved with one change. Good Friday hours will be 9:00 a.m. – 8:00 p.m.

4.4 Roundtable

Suzanne: Comments on the Art Competition entries are requested by October 31. A meeting will be called for early November.

Suzanne requested that she be advised of any events that are happening in Units for inclusion in the Annual Report.

Junhui: Is there a Library Instruction Committee?

Donald: Our Web of Science backfiles are available as of October 21, 2011. We should be able to collect usage statistics.

Dawn: The Budget presentation is due on Friday October 28. She met with the Librarians on October 19 and is continuing to work on the presentation.

The CAUL meeting was held in St. John on October 16-17. Members had an opportunity to tour the new building on campus - The Hans W. Klohn Commons. It includes the St. John Campus Library, Help Centre (Reference), Student Technology Centre, Writing Centre, and Math and Science Help Centre.

There was a discussion on copyright. There was interest in having a trial of the Mondo License Grinder. It is similar to the ERM system. All CKRN titles are loaded.

Tom Eadie is the Acting University Librarian at Mount Allison University. Bruno Gnassi is the University Librarian at Brock University.

Donna Bourne-Tyson, formerly University Librarian at Mount St. Vincent University, is University Librarian at Dalhousie.

There was a discussion on the Relais Agreement.

Kirsta and David Wilcox are working on CAIRN.

Developers were hired for the Knowledge for All Project. Hopefully, a prototype will be available February, 2012.

John Teskey, the CAUL representative at CARL, presented a report – Scholarly Communication, Open Access, Research Data – working on a proposal for the Canadian scene. A Research Institute will be held Spring, 2012.

A Canadian Consortia version of LibQual will be available in 2013.

Next meeting: November 24, 2011 - 1:00 p.m. - 3:00 p.m.