Library Council Minutes [Corrected -- July 20, 2012]
May 17, 2012 * 1pm - 3pm
Library Conference Room

Present: Dawn Hooper (Chair), Melissa Belvadi, Cathy Callaghan, Wendy Collett,
           Betty Jeffery, Suzanne Jones, Simon Lloyd (Recorder), Jennifer MacDonald,
           Courtney Matthews, Donald Moses, James Murphy

Regrets: Keltie MacPhail

Absent: Sara Jones

D. Hooper welcomed newly-hired term librarian J. MacDonald to the Library and to Council.

1.   Approval of Agenda
       The agenda was approved as circulated, with the addition of Evergreen (3.12) and
       Human Library (3.13) under *Business Arising.*

2.   Approval of Minutes (April 19, 2012)
       The minutes of the previous Council meeting were approved as circulated, with
       corrections to items 3.3 and 3.6.

3.   Business Arising

3.1   Budget
D. Hooper confirmed that the Library's discretionary Budget lines (Collections, Student
Assistants, and Software/Supplies) are being reduced, in line with broader institutional
budget cuts being made by the University. The overall amount of the cut is less than
originally projected, but the Library will be expected to raise additional revenue to offset
this smaller reduction.

It was noted that a meeting of liaison librarians is taking place later in the week to
discuss the Collections budget cuts. As for the cuts to the student assistant budget, D.
Hooper advised that she has asked C. Callaghan and David Weeks to review these
more closely, and to report back on implications for student hours and the Library hours
of operation.

Action/Decision: ***D. Hooper indicated that she expects to call a Council
             meeting in June to review Library Hours' options. In the
             meantime, staff can send any feedback to D. Hooper
             (detailed budget numbers can be discussed within the
             Library, but should not be shared more widely).***

3.2 Copyright

S. Lloyd reported that the Copyright situation remained fluid generally. Bill C-11, the *Copyright Modernization Act,* is expected to pass without significant additional amendment before Parliament adjourns for the summer.

Regarding Access Copyright, UPEI administration has not yet given any indication as to whether or not it will sign on to the model license recently agreed to by Access and AUCC; it was noted, however, that the mid-May deadline set by Access for institutions to receive "discounts" by signing a letter of intent to join the model license was now past. Concern and criticism regarding the model license are wide-spread, and several institutions have announced that they will not sign, including UBC.

In light of continuing uncertainty, D. Hooper recommended that the Library re-convene its *ad hoc* committee on Copyright; among the resources that should be considered by this group is the very detailed Copyright site prepared by leading "opt-out" university, UBC (copyright.ubc.ca).

Action/Decision: ***S. Lloyd will call a meeting of the Library* ad hoc *Copyright committee as soon as possible.***

3.3 EBSCO Discovery Service (EDS)

M. Belvadi reported that the Web Committee plans to have the Library's implementation of the EBSCO Discovery Service, dubbed "OneSearch," go live towards the end of the month. This is a "first phase" implementation, which will not include the Library catalogue records; these should be part of OneSearch by September. M. Belvadi noted that Harvard University Libraries have just announced plans to make their ~12 million MARC records available for free download, which could be in loading catalogue records to OneSearch.

Council briefly reviewed the test OneSearch interface displayed by M. Belvadi (http://library.upei.ca/node/1950). A question was raised about placing the Library's AskUs widget at the top-right of the screen, but M. Belvadi indicated that this would likely not be possible, as the EDS Integrated Search box occupies this space by default. As an alternative, it was suggested that a link to AskUs could be included in the OneSearch top menu bar.

Action/Decision: ***M. Belvadi will forward a link to the OneSearch test site to all Library staff; a GoogleDoc with a OneSearch search log will also be shared.***

It was noted that since Library Instruction sessions were coming, notice on forthcoming OneSearch roll-out and changes will be helpful.

3.4 Central Printing

D. Hooper advised that she, C. Callaghan, and David Weeks had recently toured the Library with Facilities Management personnel to review possible locations for Central Printing Office equipment, should this Office move here. It was noted that UPEI ITSS had recently opened up additional staff network ports in the Library; although this had

not been done with a possible Central Printing move in mind, it could be helpful if the move goes ahead.

D. Hooper confirmed, in response to a question, that the possible move of the Central Printing Office to the Library was not decided yet; the potential costs of such a move, especially, would be weighed in the final decision.

3.5   Learning Commons/Info Desk
There were no updates specific to the Learning Commons or Information Desk, but on the topic of patron/student computing generally, M. Belvadi advised that ITSS would be installing 6 new student network Dell PCs in the Library: most would be going on the upper level, and one next to the site of the existing DLI workstation.

3.6   Health & Safety
S. Lloyd noted that fire alarm testing had recently been done, with no issues reported. As always, Library personnel are encouraged to bring any Health and Safety concerns to his attention.

3.7   Student Concerns/Issues
K. MacPhail having sent regrets for the meeting, and no issues having been raised, there was no further discussion on this item.

3.8   Post-Library Council CUPE
W. Collett reported on a number of questions and concerns raised at the most recent post-Library Council CUPE meeting, including:

- It would be helpful to ensure that all Library staff receive notifications of new databases, e-resources, etc.;

- Staff and student assistants continue to receive numerous "tech support" type questions from patrons.
> In response to this, it was noted that a reminder should be passed on to all Library personnel about our institutional subscription to *Atomic Learning*, which offers tips and tutorials on a vast array of software. Questions on specific programs can also be referred to M. Belvadi, as appropriate.

- There was a need to generate new "Noise Zone" signage, as many of the original signs were either damaged or missing. It was noted that students reference these signs frequently, and that they are even pointed out on campus orientation tours.

Action/Decision: S. Jones will locate the original Noise Zone signage files and arrange for Dorothy Peters to print new copies.

W. Collett reported that two CUPE members have tentatively agreed to serve as representatives on Library Council in September, but she does plan to do a final call for expressions of interest before the appointment of new representatives is finalized.

3.9   Library/UPEI Policies
No update.

3.10   Staff Updates

C. Matthews reported that two summer interns, Amanda Creamer and Mark Cousins, have been hired to work on the *Telling Island Stories* project. Creamer will be working mostly on-site (temporary office in the LMMI room), while Cousins will be mainly off-site: both will be engaged in a variety of tasks, including metadata, outreach, and text/content writing.

C. Matthews also noted that the developer working on *Telling Island Stories* had accepted full-time employment elsewhere, so they would likely be posting for a replacement soon.

> In an aside on *Telling Island Stories*, C. Matthews also reported that the app had just been submitted to Mac's AppStore: a response was expected in about a week.

C. Callaghan reported that the Holland College OJT student would be at the Library for about 3 weeks. The student would off next week, since so many from the Library were away at APLA, but C. Callaghan will be arranging as many interviews/appointments as possible for her in various parts of the Library during week of May 28.

3.11   Staff Technology Requirements

M. Belevadi reported that she asked for this to be a standing agenda item for future Council meeting, and issued an open call for all Library personnel to let her know about any problems with their computers and peripherals.

3.12   Evergreen

D. Moses reported that the upgrade to EG 2.1.1. was set for Friday, May 18. The ILS will be down for most of the day: a version of the OPAC should be available for searching, but other services will not be available.

3.13   Human Library

S. Jones reported on her research on Human Library initiatives, and showed a draft backgrounder on Human Libraries for possible Robertson Library use. Examples from other academic libraries were cited, notably Guelph and Concordia, which have been especially active with Human Library projects. It was noted that this can be quite a large undertaking, depending on the size of the library offered (e.g. Concordia had a six-person committee working all through the previous summer to offer a ~150-person library in the Fall).

In the ensuing discussion, it was noted that there may be opportunities to partner with other Island libraries (e.g. the Summerside Library has just announced its first Human Library project). There would also be opportunities to work with other offices and units on-campus: "internationalization" emerged as a possible theme for a UPEI Human Library, reflecting broader institutional initiatives in this area. Regardless of the theme, it was agreed that the goal of the project should be to facilitate conversations that would not normally happen otherwise; it was also agreed that there need to be a documented "collection policy" and terms of the use for the Human Library (S. Jones noted that good examples are available from other HL projects that could be adapted for our use).

Action/Decision: ***S. Jones and C. Matthews will put out a call for expressions of interest from Library staff, as well as other campus units (e.g. Student Services, Chaplaincy Centre, and the Student Union), with a view to attempting a UPEI Human Library by September.***

4. New Business

4.1 Non-Space Update
D. Hooper confirmed that the Library had received just over 30% of the amount requested from Non-Space. A microfilm/fiche scanner-printer, the agreed-upon top priority, will be ordered, with remaining funds to be allocated to the second priority, staff computers. Since this will not cover the full amount requested for staff computer upgrades (or replacements for out-of-warranty units), M. Belvadi and Jerrad Gilbert are developing a triage list.

4.2 Roundtable

D. Moses -- There is an Islandora "code sprint" taking place for the next couple of weeks, involving both DiscoveryGarden and Library personnel, temporarily housed in group study rooms upstairs.
-- Will be attending the APLA Conference at Acadia University next week (will be presenting on islandnewspapers.ca with S. Lloyd).

> B. Jeffery drew Council's attention to D. Moses' just-announced UPEI Presidential Recognition Award for professional practice; Council congratulated D. Moses on his achievement, and acknowledged the positive news of having a librarian included in this, the first batch of Recognition Awards.

S. Lloyd -- Will also be attending the APLA Conference next (will be presenting on a panel on Access Copyright, in addition to the islandnewspapers.ca presentation with D. Moses).
-- Heavily-involved with preparations for the LM Montgomery Conference (June 20 - 24).

J. MacDonald -- Thanks to everyone in the Library for making her welcome.

S. Jones -- Working with faculty member Dennis Greco to weed Religious Studies (Stacks and Reference).

C. Matthews -- Is attending the APLA Conference next week.
-- Telling Island Stories is hosting a community meeting in Alberton on May 28

J. Murphy -- Especially busy with CUFTS recently; adding rights/licencing information. The Wiley acquisition of Blackwell titles has also necessitated considerable updating.

C. Callaghan   -- Is attending the APLA Conference next week.

W. Collett   -- Is attending the APLA Conference next week.

M. Belvadi   -- Is attending the APLA Conference next week (organizing a panel on Demand-Driven Acquisition).
-- APLA 2013 Conference planning committee still needs to recruit additional members.

D. Hooper   -- Recently attended the annual DLI regional workshop in Fredericton: public use micro-data files are now available to individuals, though they will have to sign personal license with StatsCan. Overall, DLI is being revamped/updated, but it will continue.
-- The UPEI Future Directions Vision document now available online; the Library may want to consider inviting Tim Ogilvie to do a presentation on this initiative, possibly in early Fall.
-- CAUL Member Updates will be distributed to Library Council; recent developments of note include:

> The ASIN name is being retired; as of January 2013, will be re-branded as CAUL;

> The CAUL Digital Preservation and Stewardship Committee (incl. CAIRN) is offering a pre-Conference workshop at Acadia next week and will become a standing committee;

> The recent meeting heard a report from Lyn Copland on the E-Bound initiative, intended to improve access to Canadian e-books for academic libraries

> Donna Bourne-Tyson is on the Board of CRKN, which is working on standards for periodical title lists. It was noted that Deb DeBrujn is leaving as Executive Director later this year.

> CAUL is reviewing its consortial licenses, especially since some have only a few participants.

> An RFP for a new CAUL website will be issued shortly.

> Novanet is issuing an RFP for a NS provincial repository

4.3   *Article for discussion*
Deferred

Date of next meeting: June 14th