

**Library Council Minutes**  
**April 19, 2012 \* 1pm - 3pm**  
**Library Conference Room**

**Present:** Dawn Hooper (Chair), Melissa Belvadi, Cathy Callaghan, Wendy Collett, Suzanne Jones, Simon Lloyd (Recorder), Keltie MacPhail, Courtney Matthews, Donald Moses, James Murphy

**Regrets:** Betty Jeffery

**Absent:** Sara Jones

**1. Approval of Agenda**

Approved, with two additions under "Business Arising" -- Human Library and Copyright

**2. Approval of Minutes (March 22, 2012)**

Approved as circulated.

**3. Business Arising**

**3.1 Budget**

D. Hooper noted that the PEI Provincial budget was tabled yesterday, and that the UPEI budget should be forthcoming shortly.

A question was raised regarding the applicability of the newly-announced PEI HST to Library purchases/subscriptions.

**Action/Decision:** *D. Hooper will enquire with UPEI Accounting as to implications of HST for Library.*

An additional question was raised as to the anticipated scale of any pending cuts in the UPEI budget. D. Hooper confirmed that she was in discussions with M. Leggott and UPEI administration regarding the Library budget, and that reduction should be within the 3% range already announced.

**3.2 EBSCO Discovery Service (EDS)**

M. Belvadi reported that EDS customization, incl. branding, was ongoing; it was hoped that something would be ready for staff use within the next few weeks.

M. Belvadi reminded Council that there was an open invitation to all Library personnel to join Web Committee discussions on EDS implementation.

As to roll-out, the existing “Find Articles” search box will likely be replaced, followed by catalogue integration. D. Moses confirmed that Library’s catalogue MARC records should be ready for upload whenever EBSCO is ready.

### **3.3 Learning Commons/Info Desk**

S. Jones confirmed that Art Competition Warren Christopher Reeson was making good progress, but will likely be working in the Learning Commons area throughout the summer.

M. Belvadi noted that the Kodak scanner will be moved from the student IT Desk, where it was being used for the Government Documents scanning project, to Circulation for the summer.

M. Belvadi reported that she is working on the recently-discovered Mac virus with Jerrad and UPEI ITSS. A test-load of Kaspersky anti-virus software on several “guinea pig” Macs, including those at the Info Desk. If this works, Kaspersky will be put on the Learning Commons Macs.

### **3.4 Health & Safety**

S. Lloyd reported that he had still not been able to convene a meeting of building Evacuation Wardens, but that he hoped to do so before the next Council meeting.

### **3.5 Human Library**

No update.

### **3.6 Copyright**

S. Lloyd noted the recently-announced AUCC-Access Copyright agreement appeared to have caught virtually all universities, including UPEI, by surprise. At this point, there is no information as to how UPEI administration might proceed, but the Library will recommend that the University not sign.

In response to a question, M. Belvadi noted that institutional demand for coursepacks was still low: 4 were requested in the Fall Semester and 5 in the Winter Semester. K. MacPhail noted that the professors in the courses she had taken had found alternatives to coursepacks.

### **3.7 Student Concerns/Issues**

K. MacPhail noted that students were expressing appreciation for generally reduced noise/disruption during the current exam period.

Individual study rooms are proving popular, and enhancements to the current “yellow” study rooms (i.e. better sound-proofing) and increased availability of “orange” research offices (several were made available to students this semester) would be welcomed.

### **3.8 Post-Library Council CUPE**

No questions or comments arising.

### **3.9 Library/UPEI Policies**

D. Hooper noted the UPEI Open Access policy has been posted.

### **3.10 Staff Updates**

C. Callaghan reported that there will be two FT students assistants based in Circulation and two FT students in the Digitization Lab this summer. One of the students based in Circulation will be seconded to assist with the LM Montgomery Conference for two weeks in June.

D. Moses reported that Peter Lux has been offered the Systems Coordinator position, and is taking up his duties now.

C. Callaghan reported that the term librarian search was in-process.

C. Callaghan noted that Sherry Hutchinson has just finished her employment with the Library Circulation unit, and acknowledged, with the agreement of Council, the excellent work done by Sherry during her time with the Library.

## **4. New Business**

### **4.1 Staff technology requirements**

M. Belvadi reported that two new Dell computers have been acquired for Circulation; one will go on the public counter, and one at the staff workstations closest to the copier. UPEI ITSS preparing the new Dells for service now.

M. Belvadi recommended that Staff technology requirements be made a standing item for future Council meeting agendas, in light of the Library's significant needs in this area.

**Action/Decision:** *Staff technology requirements will be a standing item on the Library Council meeting agenda for as long as may be necessary.*

### **4.2 Library summer hours**

Proposed Library Summer Hours were reviewed. After some discussion, it was agreed that the Library should be open July 2.

**Action/Decision:** *Library hours for April 29 - September 2 approved as circulated; Library will be open July 2 (1pm - 8pm)*

### **4.3 Central Printing Office**

D. Hooper reported on plans to integrate the Campus Central Printing Office -- administratively and physically -- into the Library, in light of recent developments such as the installation of the EBM in the Library, the integrated workflow for coursepack clearances post Access Copyright, etc. A meeting has been held with Circulation staff to discuss the planned integration, and she will soon be meeting with UPEI Financial Services (the office currently managing Central Printing) and Facilities Management to discuss the physical and administrative aspects of Central Printing moving to the Library.

It was noted that the space requirements for Central Printing would likely be quite considerable, and that no student/study space should be sacrificed to accommodate printing equipment.

#### **4.4 Article**

*"From stacks to the Web : the transformation of academic library collecting"*

Praise was offered for the article's clear and realistic discussion of challenges facing academic libraries pursuing "transformational" collection practices.

Particular note was made of challenges around Open Access, including:

- author fees;
- operational costs/support;
- indexing and retrieval.

It was noted that the UPEI Library had already begun many of the practices outlined in the article, including the move physical to electronic journals and support for e-journal publishing (the Library is currently hosting 4 e-journal titles).

Disappointment was expressed, however, that the article did not make any mention of students' place in the new academic library collections environments.

**Action/Decision:** *S. Jones will bring article for discussion at next Council meeting.*

#### **4.5 Roundtable**

M. Belvadi -- UPEI is not upgrading to Moodle 2.0, and the Moodle support person's position is not being renewed. UPEI ITSS will support existing Moodle configurations/implementations, but not anything more.

It was noted that the Moodle support person had generated course list codes for E-Reserves.

**Action/Decision:** *D. Moses will enquire as to who should do this now.*

- C. Matthews -- Good progress is being made on Telling Island Stories; well-known Island folklorist John Cousins is now working with the project.  
-- He is working on implementing patron-driven acquisition (PDA) in his subject liaison areas.  
-- Also busy reviewing his instructional feedback (esp. from U100/U103) from the past two semesters.
- S. Jones -- Has been working on the Library Facebook page with C. Matthews.
- S. Lloyd -- Acknowledged the assistance of David Weeks and student assistants with a recent large book donation; further support provided by PEI Museum and Heritage Foundation.  
-- Also offered thanks to D. Hooper, C. Callaghan, Pauline MacPherson, and David Weeks for their assistance in assigning student support to the upcoming LM Montgomery Conference.
- D. Moses -- The Seniors College "Island Heritage Roadshow" course is going well; the course attracted a full enrollment, with an additional 20 (approximately on a waiting list). Discussions are now underway with the College's Genealogy course coordinator regarding possible coordination of efforts in future.  
-- Good progress is being made on a number of digital projects e.g. Digitization has been completed on the Legislative Assembly Journals, and the Internet Archive Viewer has been integrated for this content.  
-- Planning for IslandScholar launch is well underway; D. Hooper noted that there should be considerably more faculty participation in IslandScholar now that the UPEI has established its Open Access policy.
- D. Hooper -- Will be traveling to the DLI Workshop next week, and to CAUL May 7th - 8th.