

Library Council Meeting
April 25, 2013 1 pm – 3 pm Library Conference Room
Minutes

Present: Mark Leggott (Chair), Melissa Belvadi, Cathy Callaghan, Dawn Hooper (Recorder), Simon Lloyd, Cindy MacDonald, Donald Moses, Dorothy Peters, Heather Wotton

Regrets: Betty Jeffery, Suzanne Jones, Lucas MacArthur

1. Approval of Agenda

Approved with the addition of Open Textbook Working Group under New Business.

2. Approval of Minutes (March 28, 2013)

Approved as circulated.

3. Business Arising

3.1. Budget

The Board of Governors will be reviewing the budget before mid May. The proposed Library fee is going forward to the fee committee for consideration.

3.2. Copyright

S. Lloyd provided a copyright update by email as he would be late joining the meeting. The Copyright link has been reinstated on Moodle. The CAUL copyright working group drafted revised the wording for ILL documents and forms and forwarded it to the CAUL Director for review during their May meeting.

Access Copyright announced three actions in April: submission of an “interim” K-12 tariff; a proposed post-secondary tariff for 2014-2017; and a lawsuit against York University for illegal copying, and challenging the replacement of the AC license with a fair dealing framework. “Opt out” universities have a regular meeting scheduled for the end of May.

3.3. Health & Safety

No updates.

3.4. Student Concerns/Issues

H. Wotton reported on discussions by the student union, which showed support for the open textbook initiative for first year texts.

3.5. Post-Library Council CUPE

D. Peters asked for clarification regarding who was working on the library maps that would show location of power outlets. M. Leggott confirmed that Facilities would be working with the Library on the maps.

3.6. Staff Updates

The part-time term programmer analyst position was posted and applications will be reviewed shortly. This position will provide VRE support. Sherry

Hutchinson will continue in the part-time term position in Circulation until May 2014. Alexandra Bruneau and Jill Nicholson are the two summer Circulation students and Kaitlin Newson and Joey Phillips are the two Digitization students. Two programming students will also be hired for the summer. The part-time term librarian position has been extended to May 2014.

3.7. Staff Technology Requirements

Recommendations from M. Belvadi and J. Gilbert have been implemented. The older computer at the Circulation Desk will be replaced. Non-Space funding was received for a new Zeuschel. The Library is looking at the possibility of circulating Chromebooks. These are browser-based only and may provide an interesting alternative to a laptop. M. Belvadi reported that she scheduled a meeting with ITSS to discuss issues around lending Chromebooks. The Chromebooks would not have Microsoft Office so borrowers would need to use Google Docs instead, and there may be training requirements.

ACTION: M. Belvadi will work with Circulation staff to conduct a survey of borrowers to determine their current use of Microsoft Office on the laptops.

3.8. LibQUAL

Both the UPEI LibQUAL Comments document and the UPEI LibQUAL full report are available in the library folder in Google Docs. The aggregated results of the participating Canadian universities should be available next month.

ACTION: Library council members should review both the LibQual report and comments in preparation for discussion at Library Council.

3.9. “Paper free” week

No update is available.

3.10. APLA / OR 2013

APLA conference planning is moving along well. Several staff members have registered. M. Belvadi prepared instructions on accessing computers in the Library. C. MacDonald reported that sketchpads with historical PEI images were printed on the EBM for APLA registrants.

M. Leggott reported that OR 2013 has received 70 registrations to date, a much higher number at this stage than for the previous conference. The deadline for early registration is May 10, 2013.

4. New Business

4.1. Campus Card/Printing

M. Belvadi reported that two vendors gave presentations in response to the RFP. The Committee won't know for a few weeks if the budget for the new

system is approved. The Library may have to pay for some equipment. The new system will support barcodes for Circulation, adding credit to cards, printing from mobile, and printing for guests.

4.2. Visa/Debit Machine for Circulation

D. Peters raised the issue of requests from patrons to pay by Visa/Debit at Circulation Desk.

ACTION: M. Leggott will ask Admin Unit staff to contact Finance to determine what would be involved to make VISA/Debit payments available, i.e., can it be done, cost, and other issues and opportunities.

4.3. Action Items from Meetings

D. Hooper created a Google Doc containing actions from the minutes from August 2012 to the present.

ACTION: Council members are asked to review the actions in the Google Doc *Library Council Actions from Minutes* and add updates and corrections.

ACTION: D. Hooper will add the actions to the Google Doc following each Library Council meeting.

4.4. Open Textbook Working Group

The Working Group has drafted a letter to send to faculty as an initial communication about the Open Textbook initiative. The draft letter includes a photo of a first year student and invites faculty to consult with liaison librarians for assistance identifying resources. The purpose of the communication is to encourage faculty use of open access material in their first year courses.

A proposal is being developed for the Student as Scholar program around resources for this project. M. Belvadi raised a concern that librarians do not have enough time to prepare for this role before the notice is distributed. MIT Open Courseware has an ISBN search for alternative textbooks. Other sites on this topic include <https://open.umn.edu/opentextbooks/> and <http://openstaxcollege.org/>. D. Moses noted that open textbooks could tie in to the EBM service. Two open textbook projects for first year include chemistry and business.

4.5. Article for Discussion

M. Belvadi selected the *Ithaca S+R US Faculty Survey 2012* <http://www.sr.ithaca.org/research-publications/us-faculty-survey-2012> for discussion. Some of the key findings noted: effect of implementing discovery layers on the use of the catalogue; acceptance of electronic journals but less comfort with replacing print subscriptions with online; research is focused on topics of personal interest; small number indicated use of technology in their undergraduate teaching and did not look for training; not a huge interest in

dissemination of research findings outside traditional methods; a perception of less value from many functions of the library since the previous survey. D. Moses noted that the survey was available to other libraries so the Library could also run this survey.

ACTION: Since the LibQual survey was held this year, the Library will consider conducting the Ithaca Faculty survey next year.

M. Leggott reviewed a list of circulated items that M. Belvadi had prepared. The list contained items that had circulated over 100 times since 2008, including group study rooms, laptops, headphones, books, etc.

ACTION: M. Leggott will work with C. Callaghan and D. Weeks to investigate self-check out options for group study rooms. M. Belvadi noted this could wait until the new campus card is in place.

4.6. Roundtable

D. Moses showed some items he printed on his newly acquired 3D printer, in preparation for his technology session at APLA. There is potential for applications for 3D printing in a variety of fields.

C. MacDonald reported on her visit to Montague High School where she taught three classes of Grade 12 and one class of Grade 10, in response to an invitation the Library received from a teacher at the School.

S. Lloyd reported that he and Donald would be co-presenting with the Provincial Archivist at APLA on Legislative Documents Online. The Atlantic Book awards are being held in Dartmouth this year. There will be several PEI events held prior to the week of the awards.

D. Hooper will be attending the Statistics Canada Atlantic DLI Meeting in Halifax next week. She and D. Moses will be co-presenting a session on IslandScholar at the APLA Conference.

M. Leggott will be attending PASIG, the Preservation and Archiving Special Interest Group, meeting in Washington next month. He will be presenting several sessions at APLA including Growing Your Digital Greenhouse: Digitization Best Practices, Blowing Library Bubbles, and Goats in the Garden: Managing Data. The UPEI student publication *Arts in Review* volume 2, was printed on the EBM this month. A book launch is planned for early May.

ACTION: C. MacDonald agreed to select an article for the May meeting.

The meeting adjourned at 2:50 pm.