

Library Council Meeting
February 28, 2013 1 pm – 3 pm Library Conference Room
Minutes

Present: Mark Leggott (Chair), Cathy Callaghan, Dawn Hooper (Recorder), Suzanne Jones, Simon Lloyd, Lucas MacArthur, Cindy MacDonald, Donald Moses, Dorothy Peters, Heather Wotton

Regrets: Melissa Belvadi, Betty Jeffery

1. Approval of Agenda
The agenda was approved as circulated.
2. Approval of Minutes (January 24, 2013)
The minutes were approved with corrections.
3. Business Arising

3.1. Budget

UPEI announced the Budget Committee would hold a Town Hall on Wednesday, March 27th. The Library is proceeding with the budget process. M. Leggott is drafting a position paper on a proposed library resource fee for undergrads and grads to prevent the Library from having to cut library resources. He will bring this to Library Council. It will go to the Fee Committee and then to the Board. A status quo budget essentially means a decrease. D. Weeks and P. MacPherson were asked to determine if there is any flexibility in the remaining budget for this year. If so, a priority is to acquire staff computers and data storage. Anyone who has other priorities should forward them to M. Leggott.

3.2. Copyright

S. Lloyd reported that CAUT updated their copyright guidelines. He noted that the Library has been referencing the CAUT guidelines for our in-house procedures. M. Leggott presented a session on copyright to the recent E-Learning Bootcamp. He noted that indemnity is one of the issues being discussed on listservs.

3.3 Learning Commons/Info Desk

No update.

3.4. Health & Safety

S. Lloyd reported that he had inquired about the policy on space heaters. Facilities can provide direction on approved types of heaters.

3.5. Student Concerns/Issues

H. Wotton reported a rumour that the proposed grad library resources fee would be in the hundreds of dollars. M. Leggott responded that was not the case but the proposed grad fee would be higher than the undergrad, due to the higher use of resources by grad students.

There was also a question on whether the Library's cost of articles was based on the number of times articles were viewed and downloaded. Present Library

subscriptions are not based on per use. However, ACS recently announced that they are moving to a pay-per view band for subscription pricing, a pricing model that Libraries are resisting. Students are encouraged to continue to use articles as per usual practice.

L. MacArthur noted that the filter in the water fountain needed to be changed.
ACTION: S. Lloyd to notify Facilities.

There was no feedback from students regarding the Library closing when Campus closed due to storms. L. MacArthur commented students understand that when the University closes the Library closes.

3.6. Post-Library Council CUPE

D. Peters reported there were some questions and concerns about the safe room area. One concern involves protection of personal belongings if the area is kept unlocked after office hours. Another question was raised about the other doors in the area.

ACTION: M. Leggott will ask the Admin Unit staff to check that each staff member has a lockable drawer or cabinet.

ACTION: S. Lloyd will follow-up with Facilities regarding plans for the area.

3.7. Library/UPEI Policies

No updates to report. The Library has been asked if Islandora can be used with the campus system to store policies and the version updates. The systems team will be looking at a proof of concept.

3.8. Staff Updates

There was confirmation of a CUPE staff retirement and a CUPE staff leave of absence request, which was approved.

A request from NSCC to accept a work placement was approved for five weeks from the end of April to the end of May. The Library also received a request for a co-op placement from a local high school for two and a half hours per morning. There may be another request from Holland College for a work placement.

3.9. Staff Technology Requirements

As noted under Item 3.1 Budget, a priority for remaining funds for this fiscal year is to acquire staff computers and data storage.

3.10. Human Library

M. Leggott reported that this project is on hold until the fall.

3.11. LibQUAL

Today is the last day for the survey. A promotion with free cookies and hot chocolate held in the Lobby earlier this week was well received. To date there are 484 valid responses.

3.12. Power outlets in the Library

D. Moses is working on this and has requested the maps. There are no symbols to use for these in the OpenStreet code, so he will look at other options.

3.13. "Paper free" week

S. Jones and M. Belvadi have compiled a list of ten tips to raise awareness. These will be distributed during paper free week. The Library will offer two half- hour sessions for campus. The sessions will probably be scheduled during the third week of March.

4. New Business

4.1. Art Competition

The Library will be putting out a call in May 2013. S. Jones reviewed the suggestions received from staff: eight from this year and six from previous years. S. Lloyd mentioned that the Library also has a piece of art that needs to be installed. A suggestion was made to consider two areas for the competition, with one being a piece of art for outside the building. Four options will be sent to staff for their input.

4.2. CAUL Meeting

The CAUL Meeting was held in Halifax this month. Due to weather conditions, M. Leggott attended by Skype. A CAUL Libraries update was sent out to staff today. The Board is moving forward with a Request for Information for a Document Delivery Solution. CAUL is drafting a letter to send to ACS regarding the proposed subscription model. The Scholarly Communications Committee is currently surveying CAUL institutions in preparation for an APLA presentation on present activities and services in the region. CAUL will be discussing a regional approach to storage of digital materials. UNBSJ indicated it would like to continue participating in CAIRN. The possibility of holding a CAUL brainstorming session at APLA is under consideration, similar to the session held before APLA 2008.

4.3. APLA / OR 2013

Planning for APLA 2013 is moving ahead. The Conference is scheduled for May and will be held on campus. Library staff will be presenting several sessions at APLA, including PEI Legislative Documents Online, Playing in the Technology Garden, IslandScholar, Cultivating a Sustainable Collections Garden, Managing Data, and Blowing Library Bubbles.

Open Repositories 2013 will be held at the Delta in July. The Conference usually attracts around 500 attendees. M. Leggott is Conference Chair, and D. Moses is Chair for the Conference Fedora User Stream. The deadline for program submissions is March 4th.

Islandora Camp is being held in Tuscany in March. M. Leggott, D. Moses and P. Pound will be presenting sessions at the Camp.

4.4. Evergreen upgrade

D. Moses reported that P. Lux has been working on an Evergreen upgrade. One of the changes noted is "My List" replacing the bookbags feature currently used by Reserves. The switchover to the new theme is planned for the end of term. Batch importing of MARC records is much improved in the new version. LDAP for authentication is now a possibility to investigate. D. Moses will review the use of Boolean operators and truncation in the new version.

4.5. Graduate Research

H. Wotton gave an informative and interesting overview of her research on sea lice in Atlantic salmon for her Masters program.

The Chair thanked H. Wotton for her presentation to Council members.

ACTION: Article or item for next meeting – L. MacArthur agreed to find an article or a topic for the March meeting.

4.6. Roundtable

S. Lloyd reported that he and D. Moses made a presentation to the Genealogical Society of PEI last week.

The PEI Legislative Documents Online <http://peildo> was launched February 14, 2013 during a ceremony at the Legislative Assembly. UPEI speakers included Ed MacDonald, M. Leggott and S. Lloyd. The Launch received good media coverage and positive feedback.

M. Leggott will be away March 9-March 23.

C. MacDonald reported she started instructional classes last week. The classes include University 103.

S. Lloyd is working with Leo on a project to identify new Island books for digitization as they arrive in the Library. The Library has received several hundred UPEI audiovisual recordings in different formats. The collection will be an interesting and challenging project.

The meeting adjourned at 2:35 pm.