

**Library Council Meeting**  
**June 11, 2013 10:00 am Library Conference Room**  
**Minutes**

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

Absent: Lucas MacArthur

Visitor: Sepideh Yazdanfar

1. Approval of Agenda

The agenda was approved.

2. Approval of Minutes (April 25, 2013)

The minutes were approved with corrections.

3. Business Arising

3.1. Budget

The Library budget was submitted. There is no impact of layoffs on the Library at this point. The new library resource fee is estimated to be around \$135,000. An initial meeting with librarians about Collections was held to discuss allocation of funds for HST and increases. There should be no cancellations on the main campus. For AVC, the library resource fee will not prevent cancellations. A list of individual journal titles, with usage, was presented to the AVC Library Committee. A combination of cancellation of titles, use of the Collections Fund, Indirect Costs of Research funds, and the library resource fee will be used to balance the AVC library budget. Some adjustments to other library budget lines have occurred. ICR funds will be decreasing in future years and are to be used for supporting research.

3.2. Copyright

M. Leggott reported that due diligence is continuing on fair dealing and copyright. Library Admin will set up meetings regarding copyright with each department on campus from mid-July on. Liaison Librarians who are interested in attending these meetings should let Pauline MacPherson know. He is also working with Integrated Communications on integrating copyright practice into Moodle. He attended the non-signatory copyright meetings in Toronto last month during which two proposals were presented: a central clearing house for permissions for institutions operating under fair dealing; and a knowledge centre for clearing questions which would help support smaller institutions. UPEI's approach to copyright was highlighted in a research paper. S. Lloyd reported that Western and Toronto have indicated they are not renewing their current license agreements with Access Copyright, unless a reduced license fee is negotiated.

ACTION: S. Lloyd will be updating the copyright pages on the website.

ACTION: M. Leggott will meet with S. Lloyd and D. Moses regarding the six point guidelines and the form D. Moses has developed.

3.3. Health & Safety

S. Lloyd reported that building inspections would be taking place this year.

M. Leggott reported the two pieces of plywood on the Library floor would not be replaced right away.

ACTION: Admin Unit will contact the Warren Reeson from the Art Competition to determine if he could paint the pieces.

ACTION: The Admin Unit will see that the supply of hand sanitizers is maintained.

#### 3.4. Student Concerns/Issues

H. Wotton noted that students are generally concerned about the university budget cuts. GSA elections took place and Library Council will need a new grad student representative for September, as she will be finished her program.

#### 3.5. Post-Library Council CUPE

Nothing to report.

#### 3.6. Staff Updates

M. Leggott reported that Yuqing Jiang and Alkarim Bhalesha were hired as summer student programmers to work with Systems. A number of student volunteers will be working with the Open Repositories Conference in July.

The two staff positions posted are on hold pending outcomes of layoffs. M. Leggott sent out a message to library staff regarding changes in portfolios as a result of two upcoming retirements. Outreach duties are moving to the Administration Unit. S. Jones will add Circulation to her portfolio and B. Jeffery will be adding Reference to hers. D. Peters is moving into the Administration Unit where she will continue with Outreach duties. M. Belvadi will assume the role of Acting UL for the next two years, beginning in July.

#### 3.7. Staff Technology Requirements

M. Belvadi reported that the second computer at the Circulation Desk has been updated. Replacements for several staff computers are being rolled out. The Dell laptops are fully out of warranty but ITSS is willing to work on them if the Library can supply the parts. The loan time for laptops was discussed, but no changes were made at this time. Staff MacBooks being replaced will be added to the Library's circulating laptops.

A Library committee is looking at data privacy and the protection of information, including encryption of data and back up drives. The Committee will develop guidelines to bring to Library Council. The guidelines will also go to the University committee considering similar issues. The Library is following up on the self-booking and checkout of study rooms. D. Moses is looking at software to handle this. S. Jones requested a pilot project to test the system.

#### 3.8. LibQUAL

S. Jones reported that the Committee is waiting for LibQual to release the compiled results of the Canadian Consortia members. She will continue to Chair the Committee.

#### 3.9. "Paper free" week

S. Jones reported that this project would move to the Admin Unit as part of

Outreach activities.

### 3.10. APLA / OR 2013

M. Belvadi reported that the APLA 2013 Conference was successful and “in the black” with 130 full conference registrations, plus one day registrations. The pre-conference sessions were well attended.

M. Leggott reported that OR currently has 250 registrations and they are looking for 350. He encouraged staff and students to attend as there are three free registrations and additional registrations can be sponsored.

ACTION: Encourage staff and library students interested in attending OR to contact either Pauline or Mark. (All)

### 3.11. Visa/Debit Machine & Card update

The conversation on Visa/Debit with Finance has not yet happened.

M. Belvadi and M. Leggott met with Jonathan Oliver regarding the new campus card. It is possible that the new card will use touch technology if it is sustainable for the Library. The new card doesn't have a traditional chip as the information will be stored on a website, eliminating the problem of losing credit. It has not been determined if the barcode still needs to be printed on the card. There will be an additional cost to the Library to acquire new devices for the photocopiers. M. Belvadi reported that University approval was received to move ahead with the new cards. There will be a new process for student printing, including mobile, laptop, and desktop. This will involve training both the new and returning students in the fall and will impact the Circulation and Information Desks. The new system will be more compatible for printing from the Macs. Consideration will be given to eliminating cash for printing but the Library has to be able to provide guest printing. The new cards are more expensive so the deposit fee will be higher.

## 4. New Business

### 4.1. Library Hours for Fall Semester

C. Callaghan presented the draft hours based on those for the 2012-2013 year. The hours were approved.

M. Belvadi asked if providing additional hours for student study space during exam time should be an issue for a campus committee, as study space is also made available at Wanda Wyatt.

ACTION: M. Leggott will raise the issue of providing study space during exam time with the Recruitment and Retention Committee.

### 4.2. Article for Discussion

*Publisher Threatens to Sue Blogger for \$1-Billion*

<http://chronicle.com/article/Publisher-Threatens-to-Sue/139243>

C. MacDonald selected this article about a publisher threatening to sue an academic librarian who maintains a list of open-access journals and publishers that may be questionable or predatory. Points raised during the discussion: a negative slant on open access; the role libraries need to play; the efforts to create “legal chill”; the globalization of information leading to the threat of being sued

by companies in other countries.

#### 4.3. Roundtable

M. Belvadi reported on a new project to improve ILL service for books that would have to be borrowed from outside the region. These titles will be purchased instead of borrowed if they meet a list of acquisition criteria and if delivery will be as fast or faster than traditional ILL.

C. MacDonald conducted a session for the IB grade eleven CRHS students.

H. Wotton reported that she participated in the “Let's Talk Science” road trip to Island schools.

D. Moses reported that he and Kirsta Stapelfeldt submitted an article about TEI. The Library will be printing a book on the EBM for Grade 6 Spring Park School students. The project is coordinated by Peter Rukavina and features the students' writing.

S. Lloyd reported that digitization is going well. The SDU Class photos have been digitized back to the early 1900s. He plans to attend the ABC Copyright Conference in Regina later this month and would like to gather questions anyone would like to have answered.

S. Jones noted the end of the Outreach and Communications Unit this month. Those duties are moving to the Admin Unit. She expressed her thanks to D. Peters for her work with the Unit. She also noted that the Art Competition would not be held this year.

M. Leggott will be presenting a session on Islandora at the Association of Canadian Archivists Conference in Winnipeg later this week. The Senate Library Committee will be moving forward in the Fall. The Committee is a non-decision making body, chaired by the VP Academic to provide advice and communication on Library service. The Alumni Premiere Service was launched at Convocation. The website <http://remember.uepei.ca/premiere> will be populated within the next week or two. Work is continuing on addressing technical issues and M. Belvadi and S. Jones are creating a page to list the resources available through this service.

S. Yazdanfar is visiting the Library for a two-week placement for a community college course as she studies in preparation to work in Canada.

S. Lloyd noted that two library related events are planned for June. On June 20<sup>th</sup> the LMMI will celebrate its 20<sup>th</sup> anniversary with a book launch. On June 27<sup>th</sup> the UPEI Arts Committee will unveil a memorial dedicated to former students of a residential school. The memorial will be located in the Library Lobby.

The next Library Council meeting is scheduled for August 29<sup>th</sup>.

The meeting adjourned at 11:30 am.