

Library Council Minutes
April 21, 2011 – 1:00 p.m. – 3:00 p.m.
Library Conference Room

Attendance: Mark Leggott (Chair), Melissa Belvadi, Wendy Collett, Ashley Enman (Guest), Dawn Hooper, Betty Jeffery, Simon Lloyd (Recorder), Emma MacPhail, Courtney Matthews, Donald Moses, James Murphy

Regrets: Cathy Callaghan, Suzanne Jones

1. Approval of Agenda

Approved, with insertion of new 4.4 item (Library Fall Semester Hours)

2. Approval of Minutes (March 24, 2011)

Approved as circulated

3. Business Arising

3.1. Evergreen Update

Melissa advised that drives are being purchased.

Upgrade to Evergreen version planned for June 22-23; Melissa has e-mailed Equinox to confirm their availability.

3.2. Information Desk/IT Help Desk

Melissa reported that new iMacs will be installed at the Desk over the summer; 10 new iMacs are also being added to the Learning Commons.

In a side discussion on iMacs, it was also noted that:

- all iMacs in the Learning Commons have their wireless turned off, in response to concerns from ITSS about the iMacs "stealing" IP connections;
- Language Lab iMacs will be upgraded to Snow Leopard over the summer.

3.3. Digitization Update

Donald reported that the IslandArchives.ca launch April 18th was a success, with very good turnout and feedback. It was noted that Peter Rukavina is interested in participating further with this initiative, especially in exploring ways to attract more community participation.

Dawn reported that work is underway on version 2.0 of IslandScholar.

3.4. Dell Laptops

Simon reported that a request had come to him, as Acting UL, for several of the KEN Dell laptops to be "booked" for a campus event. Melissa advised that her understanding was that these laptops were primarily intended for distance learning courses, with circulation to individual Library patrons (not offices/units) when not needed for this purpose. She is seeking policy clarification from the UPEI E-Learning Committee on this matter, but Mark indicated that he felt it was appropriate for the laptops to be made available for UPEI educational events.

Simon will advise the staff person requesting laptops for campus event that her request can be accommodated, though she will have to sign out laptops to her own Library account.

3.5. Google Docs/Apps

Betty noted that a copy of the Google Apps Education Terms and Conditions which she obtained last year from a visiting IT consultant seems to differ from a version recently downloaded and circulated by Melissa. It was also noted that UPEI ITSS has refused requests to disclose the Terms and Conditions for the UPEI implementation of Google Apps, which is causing unnecessary confusion and uncertainty.

Mark will speak with ITSS regarding disclosure of the Googles Apps for Education Terms and Conditions.

3.6. Copyright

Simon reported that a message was going to faculty and campus notices this week regarding new arrangements for coursepacks and other mass copying – and facilitating alternatives such as Moodle posting and e-Reserve -- post AccessCopyright. New posters at public scanners and copiers giving guidance on copyright have been posted in the Library; these may also be distributed to other parts of the campus, if requested by the Comptroller.

Melissa noted that the Library's new level of involvement in assisting with copyright questions does raise the issue of much time and effort we should be devoting to copyright clearances and other IP issues, especially in instances not directly related it does not relate to coursepacks or Reserves.

Mark advised that apparently problematic/time-consuming questions could be referred to himself or Simon.

3.7. Student Concerns/Issues

It was noted that students in the Library had encountered numerous IT-related problems in recent weeks, with the crash of Panethernet at the end of the semester and an outbreak of USB stick viruses.

Following on the IT-related comments, Mark noted that a recent study from MPHEC (based on 2009 data) indicated that the only significant student complaint about the UPEI Library was the need for more student computing.

3.8. Post Library Council CUPE Update

New location signage should be ordered for the Media Centre/Collaboratory.

3.9. Library/UPEI Policies

Mark showed a draft of the UPEI Open Access policy he and Dawn are developing with several faculty colleagues for the Research Advisory Committee. It was noted that the recommendation will be for a policy that encourages rather than requires Open Access compliance for UPEI research output.

A policy question was raised as to whether or not all Library communications have to be approved by the Outreach and Communications Librarian. Mark indicated that this office is meant to serve a consultative and facilitating function, and does not have to “authorize” communications.

3.10. Staff Updates

Covered at staff meeting April 19

4. New Business

4.1. 618 University Ave.

Mark noted that the VP Academic advises that plans are proceeding as outlined at the March Open House introducing the UPEI CONNECT proposal to the campus community; the details of the Library’s role will become clearer as plans progress.

4.2. Research Leadership Summer Institute

Mark drew Council’s attention to this event planned for late August.

4.3. Open Access Policy

See above.

4.4. Library Fall Semester Hours (draft circulated)

Approved. Noted this was essentially status quo from last Fall.

A question was asked about the Christmas – New Year week: this will have to remain TBA on the schedule, since UPEI will not formalize this campus closure in writing.

Mark noted that the Library must be open for Student Orientation, including September 4th.

4.5. Roundtable

Betty reported that she will likely be confirmed as UPEIFA President, effective May 9th. She will also be presenting at WILU 2011 in Regina.

Donald and Melissa are presenting at APLA 2011 on Islandora.

Simon reported that Ashley Enman’s practicum placement was going well, and thanked everyone who has spent time with her.

In adjourning the meeting, it was noted that we may not have quorum for the next scheduled Library Council meeting (May 19th); since Mark is away for much of May, Simon will talk with Cathy about possibly re-scheduling the meeting.