

Approved - Library Council Minutes - April 30, 2015

April 30, 2015 - 1:00-3:00pm Library Conference Room

Attending: Mark Leggott, Melissa Belvadi, Robyn Thomson, Mark Cousins [guest], Simon Lloyd, Suzanne Jones, Cindy MacDonald, Lindsey MacCallum

Regrets: Betty Jeffery, Dawn Hooper, Brittany Jakubiec

Agenda

1. Approval of Agenda
 - a. Approved with changes.
2. Approval of Minutes (March 26, 2015).
 - a. Approved.
3. Standing Items
 - a. Budget
 - i. New budget (Year of the Sheep) getting prepared.
 - ii. Reviewing non-space requests.
 - b. Staffing
 - i. Librarians
 1. L. MacCallum - process to have her fill Betty's leave
 2. M. Cousins - reported on the work he's undertaken (eg. CAUBO numbers re: ratings, rare books - scanning cover pages and recording metrics in a google sheet, PEILDO - statutes investigate holdings, shadowed in Circulation and Reference.
 3. Short list for potential candidates for Librarian position have been posted - Robert Souiller May 5, Courtney Earl Matthews May 8, Rosemary Le Faive May 13
 - ii. Library Technicians
 1. S. Hutchinson is done May 30, Cindy MacDonald back in her full time role in Circulation on May 11th.
 2. M. Leggott met with Circulation Staff / S. Jones to discuss transition.
 - iii. Students
 1. 2 students in Circulation Graham McGill, Dillon Rose;
 2. 2 students in Digitization
 - c. Travel/PD Plans
 - i. L. MacCallum to travel to WILU.
 - ii. M. Belvadi to travel to Charleston Conference (November)
 - iii. Islandora Conference in August.
 - iv. DLF Forum Conference in October.
 - v. S. Lloyd presenting at APLA
 - vi. Any other additional travel needs to be directed to Mark ASAP.
 - d. Post-Library Council CUPE

- e. SIDR Project
 - i. Secure Island Data Repository
 - ii. Secure access room is now 3rd Floor McD
 - iii. M. Leggott work on policy framework.
- 5. New Business
 - a. Schedule of Library Council meetings for upcoming academic year
 - i. https://docs.google.com/document/d/16L6_qXW46nO-7StaA96VwiD5O8p_pHxfRk3HJuKvg4LA/edit?usp=sharing
 - b. Organizational Changes - Circulation
 - i. Circulation will report to Library Administration starting July 1, 2015 (M. Leggott)
 - ii. S. Jones and M. Leggott revising Job Fact Sheet for Circulation position.
 - c. WW1 Project
 - i. A CAUL project seeking funding from Heritage Canada.
 - d. New Visiting Scholars
 - i. LMMI
 - 1. Laura Robinson (Royal Military College) is LMMI Visiting Scholar starting July 1, 2015. Will facilitate the next conference and the conference proceedings.
 - ii. Bowing Down Home
 - 1. 1 year Scholar in Residence with Ken Perlman with the same remuneration as the LMMI Visiting Scholar. 1 Academic stipend can be drawn from the Palmer Funds.
 - iii. Confederation Centre
 - 1. 51st year of the Summer Festival. Proposal made by John Connolly ... a pilot project to engage UPEI music students and Adam B. (artistic director) performing the musical and digitize the archival material that might exist. Pilot to start this summer ... funds potentially from Palmer. Johnny Belinda ... Ballade are the two potential musicals.
 - iv. Hacker in Residence
 - 1. Peter Rukavina is completing his 2nd year. Could continue by asking Peter if he'd like to participate, could continue by asking someone else, or not continue it.
 - 2. To do: reflect Peter's work in the Library News.
 - e. Islandora Conference
 - i. August 3 - 7, 2015
 - ii. <http://islandora.ca/camps/conference2015>
 - f. One Book, One Learning Community
 - i. Application submitted to Annual Fund proposal.
 - g. Information Desk Telephone
 - i. Discussion regarding the current situation and potential options.
 - 1. Some staff not trained, student staff often answer phones.

2. Forward Information Desk phone to Circulation if not answered.
 3. Potentially allow people to leave messages.
 4. Provide staff and students with additional support and training.
 5. A “students first” approach
6. Article for discussion:
- a. *Using Google Scholar in Scholarly Workflows*
<http://googlescholar.blogspot.ca/2014/10/using-google-scholar-in-scholarly.html>
 - b. jeofail ...
7. Roundtable
- a. Lindsey
 - i. big box of periodicals from Donor.
 - b. M. Leggott
 - i. Letter from a fan to Montgomery
 - ii. SL book she contributed to stokes ny
 - iii. a book LMM wrote a forward to
 - iv. APCC proposal
 1. Math
 - a. Actuarial Science
 - b. Business Analytics
 - c. Financial Math
 - d. Requested new resources
 2. Paramedicine
 - a. Requested new resources
 3. Computer Science
 - a. has dropped the IT portion of their departmental name
 4. Engineering programming going forward
 - a. Mark met with the new Dean.
 - b. Funding approved ... building being constructed.
 - c. Cindy
 - i. Last instruction
 - ii. Working with CMcK on a research minute tutorial re: Films on Demand
 - d. Simon
 - i. Thank you to Mark C.
 - ii. Finished huge appraisal of books/correspondence ... a minister ... a interesting collection - spiritual materials.
 - iii. Met with R. Raiswell re: leaf of Guttenberg bible and ...
 - e. Mark C.
 - i. Thanks the Robertson Library.
 - f. Robyn
 - i. Finished Reserves and waiting on more Reserves for the Summer.
 - ii. A new puppy will be arriving.
 - g. Melissa
 - i. CAUL last copy working group

1. agreement to commit to preserving the last copy of the journal/government doc within the region.
- ii. Ricoh are up for contract renewal, please provide any feedback ASAP.

Add an update from APCC as a standing agenda item.