

Approved - Library Council Minutes - February 26, 2015

February 26, 2015 - 1:00-3:00pm Library Conference Room

Attending: Mark Leggott, Simon Lloyd, Melissa Belvadi, Dawn Hooper, Suzanne Jones, Alex Heighington, Rosie Le Faive, Betty Jeffery, Robyn Thomson, Lindsey MacCallum, and Donald Moses

Regrets: Brittany Jakubiec

Agenda

1. Approval of Agenda
2. Approval of Minutes (January 29, 2015)
 - a. Approved with corrections.
3. Standing Items
 - a. Budget
 - i. Non-space has not been announced and Mark L. is uncertain as to the process for this year.
 - b. Staffing
 - i. Librarians
 1. Extensions of Rosie L. and Lindsey M. contracts are going ahead for approval.
 2. The Librarian vacancy has been posted and sent to listservs and everyone is encouraged to forward to other lists as appropriate.
 - a. <http://www.upei.ca/hr/competition/01a15>
 - ii. Library Technicians
 - iii. Students
 - c. Travel/PD Plans
 - i. Rosie L. will be going to Madrid for Islandora Camp.
 - ii. Mark L. is at APLA for the Conference and CAUL meetings.
 - d. Post-Library Council CUPE
 - i. It was noted that the approved minutes of Library Council haven't been posted for the last few meetings.
 1. TO DO: Donald M. to post approved minutes.
 - e. Student Concerns/Issues
 - i. Graduate Students [Brittany J.]
 - ii. Undergraduate Students [Alex H.]
 1. It was noted that there were a couple of Tweets lamenting the recent Library closure due to a storm. (Mark L.)
4. Business Arising
 - a. Pit Microwaves
 - i. There has been no change to the suggestions that odor from the microwaves have been an issue, but Mark will continue to work on that.
 - b. Mould Clean-up

- i. Meeting with Facilities
 - 1. Contracted workers to come in next week and disruption should be at a minimum.
 - 2. Compact Storage will not be accessible for 1 week during the cleanup.
 - ii. Discussion regarding the materials in Compact Storage.
 - iii. Discussion regarding humidity remediation in Compact Storage - eg. portable dehumidifiers.
 - iv. There will need to be ongoing discussions with Facilities and Finance.
 - c. Research in the Google Age
 - i. Mark is creating the content for the site and uploading it to Moodle.
 - d. Evergreen Update
 - i. Notices are now working.
 - ii. EDS dump of MARC records remains on the “to do” list.
 - e. Bowing Down Home
 - i. The project is moving along nicely and will be ready for the launch events, a series of kitchen parties at small halls April 7, 8, 9 (BIS), 10.
 - ii. The BDH Steering Committee is meeting the 2nd week in March.
 - f. 24-hour Study Space
 - i. ML will be meeting with SU and Student Affairs to discuss the options here.
- 5. New Business
 - a. Library Hours
 - i. No need to change as the extended hours approved by Senate will be accommodated with the current schedule.
 - b. ACOA Proposals
 - i. There is an opportunity to submit proposals for the 2014-2015 fiscal year.
 - ii. Submitters required to provide 25% match and spend by end of this fiscal year.
 - iii. ML submitted a pair of proposals (combined into one proposal)
 - 1. CREATEspace
 - a. Includes individual workstations, group workstations, cubicles; software (eg. adobe creative suite); specialized printers for a makerspace.
 - b. Concerns expressed
 - i. Noise, environmental (air quality) concerns, space, long term maintenance and sustainability.
 - ii. Need to consider policies around monitoring the use of the equipment and space.
 - iii. Matching funds would come from endowment accounts, which had been previously allocated to the Learning Commons expansion.

- iv. Melissa B. expressed concern about the proposal process - re: how the proposal was developed without Library Council consultation.
 - 1. Mark L. highlighted that there had been a previous discussion related to the repurposing of this space, so this was an opportunity to leverage funds to do so.
 - v. Melissa B. also expresses concerns about service provisions for the new space.
 - 1. No timeline for staff training.
 - 2. No discussion related to how this service will be provide.
 - 3. What is the impact?
 - 4. Mark L. suggested one approach would be to hire an engineering student each year, leverage users that have training, volunteers, limit access to equipment.
- 2. Secure Island Data Repository (SIDR)
 - a. Extension of the SPOR MSSU secure health data centre project.
 - b. Proposal provides funds for two projects:
 - i. Provision secure data repository and controlled access. No USB, wifi, connection to the internet, locked down.
 - ii. A secure VRE server environment in a direct collaboration with ITSS.
 - iii. Analysis software.
 - c. Melissa B. had some questions as to why the library is involved.
 - i. The Library's existing and ongoing support for the provision of data services, eg. the Data Liberation Initiative and this project could be considered an extension of that.
 - ii. The VRE service has provided services and storage related to the curation of research data.
 - iv. TO DO: Share the proposal with Library Council members.
- c. Signage Project
 - i. Melissa B. working with Lisa Bulman Taylor. The first draft of the new entryway sign will have 4 panels.
 - 1. TO DO: Provide design to staff for review and feedback.
 - ii. Bathroom signage
 - 1. Some positive comments from attendees.
- d. DILC/CARL Portage Meeting Update

- i. Portage project is proceeding.
 - 1. Islandora, Archivemata, DataVerse, Globus are projects that are part of the Portage infrastructure.
 - 2. CARL will present a business model to institutions wishing to participate in the new future.
 - ii. TO DO: Mark to send summary of Portage project to all Library Staff.
 - e. CAUL Update
 - i. Open Textbooks Discussion
 - 1. Mark gave a presentation to CAUL re: UPEI's experience related to Open Textbooks.
 - a. [Mark Leggott \(UPEI\) Presentation](#)
 - 2. Scholarly Communications - to develop a slide deck to pitch to Atlantic VPs Academic at their next meeting. Some possible projects include:
 - a. develop a Sociology text based on an existing Openstax textbook;
 - b. develop an Atlantic History text;
 - c. Dawn H. reports that CAUL has provided links to presentations and other open textbook resources.
 - d. CAUL Open Textbooks Workshop Presentations
 - i. [BCcampus Open Textbook Presentation](#)
 - ii. Two resources:
 - 1. [LibGuide](#), adapted and adopted from the BC guide
 - 2. [Guide to Approaching and Evaluating Open Textbooks](#) infographic.
 - 3. Last copy proposal
 - a. Draft agreement was discussed at CAUL and the effort will potentially add government documents to the proposal.
6. Article for discussion:
 - a. Feb. Meeting: *The Importance of Being a Reference Librarian [Booklist]*
 - i. <http://www.booklistonline.com/ProductInfo.aspx?pid=7112623>
 - b. March Meeting: *Using Google Scholar in Scholarly Workflows*
 - i. <http://googlescholar.blogspot.ca/2014/10/using-google-scholar-in-scholarly.html>
7. Roundtable
 - a. Lindsey M.
 - i. Adding content to Islandora for the LMMI project.
 - b. Robyn T.
 - i. Book Lives has a url now - booklives.ca.
 - ii. Sarah F. is using some space in the shelving room to store material.
 - c. Alex

- i. There is an ongoing Soc/Anth lounge renovation.
- d. Melissa B.
 - i. Ordering 3 more LED panels for study rooms.