

# Library Council Minutes - September 23, 2014 - Approved

September 23, 2014 - 9:30am-11:00am Library Conference Room

Attending: Mark Leggott (Chair), Donald Moses, Melissa Belvadi, Robyn Thomson, Suzanne Jones, Rosie Le Faive, Travis Gordon, Simon Lloyd, Cindy MacDonald, Erin McCauley, Lindsey McCallum

Regrets: Dawn Hooper, Betty Jeffery

[Tasks resulting from August 28, 2014 meeting](#) ( see below)

## Agenda

1. Approval of Agenda
  - a. Future Meeting date (1:00-3:00 PM: Oct 23, Nov 27, Dec 18, Jan 29, Feb 26, Mar 26, Apr 30, May 28, Aug 27)
    - i. dates approved.
2. Approval of Minutes ([August 28, 2014](#))
  - a. Approved
3. Election of a Secretary for 2014-15 Term
  - a. Mark to confirm a volunteer for the new Secretary.
4. Standing Items
  - a. Budget
    - i. ARPC - Considering a change to the registration process to allow students to register as early as possible by having the timetable available in March for registering in April. This change would allow academic units to plan and develop budgets. Enrollments we good considering the changes in demographics.
  - b. Staffing
    - i. Librarians
      1. Working on an extension for Lindsey McCallum's position.
    - ii. Library Technicians
      1. All vacancies filled.
    - iii. Students
      1. Sohrab Ameli has been hired to work on Dawn and Donald's RDM Project.
  - c. Travel/PD Plans
    - i. A few requests have been received for travel for the 2015-16 FY.
    - ii. Those wishing to attend conferences should let Mark know as soon as possible so we can budget.
    - iii. Melissa B. going to CAUL director's meeting (Oct 27-8)
    - iv. Cindy MacDonald may attend OLA (Feb 2014)

- v. Rosie L. may attend Code4Lib (Feb 2014)
  - vi. Mark will be at DLF in Atlanta later in October and helping out with the Guardians of Confederation conference here in the Island in November.
  - d. Post-Library Council CUPE
    - i. Robyn Thomson joined Council as a new representative.
  - e. Student Concerns/Issues
    - i. Graduate Students
      - 1. Elections - new President
      - 2. Erin M. continues to fill the role with Library Council
      - 3. Dawn/Donald will look at how to get RDM Tool feedback from GSA
    - ii. Undergraduate Students
      - 1. Travis G. reports that there have been no issues or complaints.
      - 2. 3 priorities - regulating tuition, pulling UPEI under FOIP, syncing student loan amounts with cost of living increases.
      - 3. Freedom Credits is a new proposal making it way through the academic process - approved by APCC, needs to go through Senate
        - a. non-core credit course - students can chose pass/fail option instead of a grade at beginning.
        - b. being done at other institutions.
5. Business Arising
- a. Website
    - i. Some feedback has been provided, and in general it was a smooth and positive launch.
  - b. Room Reservations
    - i. Decision to go keyless.
      - 1. Complaint about being unable to lock the doors reported.
        - a. People can be referred to the research rooms or can request a key at Circulation if needed.
      - 2. Complaint about a room that was already occupied when the user went to use it.
        - a. Provide appropriate signage so that individual know that they need to book a room to use it.
      - 3. Monitor the issues with the rooms (and the room booking software) and revisit/revise as needed.
  - c. Art Competition
    - i. Mark L. shared text with Integrated Communications.
  - d. EBM Room
    - i. Report from Facilities regarding the air flow and it is working as expected. It does not clear the air from the room while the machine is running but does vent as expected.
  - e. [Open Access Week](#) [DH]

- i. To Do: Dawn H. and Mark L. to work on a communication piece.
- 6. New Business
  - a. Peter Rukavina's Social Consumption Project -
    - <http://hacker.vre.upei.ca/tags/social-consumption-project> [DM]
    - i. Could this be something the library could use?
    - ii. The campus as experiment.
    - iii. To Do: Invite Peter to Library Council to present on his initiatives.
  - b. PEIVineFest <http://peivinefest.com>
    - i. The Library is funding the prizes for the Festival.
    - ii. 6 second videos
    - iii. Sundi Richards / Daniel Lynds
    - iv. Theme based
    - v. To Do: Are we going to harvest the vines - message to Daniel.
  - c. Course - Research in the Google Age - 2014
    - i. Mark is looking at evolving the Alumni Premiere service to provide access to all resources. Would let people enroll in course - could be credit (\$552) / non-credit (\$100-\$552). As students they would have access.
    - ii. Content online, self-directed course. Updated annually.
    - iii. Limit to alumni.
    - iv. Provide immediate access to resources.
    - v. To Do: Mark L. to check to see if Centre for Lifelong Learning and Senior's College attendees are UPEI students.
    - vi. To Do: Mark L. to check to see if non-credit students are counted towards FTE
    - vii. Timeline - next month for non-credit option
  - d. Printing [MB]
    - i. Updated information in green binder. Melissa will update.
    - ii. We need to continue to promote less paper, as one example it would be useful if students could submit their assignments as Google Doc files.
    - iii. To Do: Simon L. to talk to sustainability office: David Taylor regarding paper usage.
    - iv. To Do: Mark L. to take to Open Textbook Committee.
  - e. Need for additional IT Students
    - i. Melissa B. has stats related to IT student assistants.
    - ii. To Do: Mark L. to bring request forward to CIO.
  - f. Chrome on the Dells - Learning Commons
    - i. Chrome can be installed on Dells and doesn't get cleaned off.
    - ii. To Do: Mark L. to bring the request to CIO to install Chrome as part of the Dell image.
- 7. Article for discussion: *3D printers widely accessible at libraries, makerspaces*
  - a. <http://www.cbc.ca/news/technology/3d-printers-widely-accessible-at-librari>

[es-makerspaces-1.2744365](#)

b. Next article for discussion

i. use this article for next Library Council Meeting

8. Roundtable

Meeting adjourned at 11:00 am.

Post August 2014 Meeting Tasks:

Mark Leggott

- plan to constitute an LRC

Dorothy Peters

- contact Facilities re: airflow in EBM room

Cindy MacDonald

- produce an inventory of binding materials that may be shared with other libraries.

Dawn Hooper

- prepare list of OA Week activities
  - determine a guest speaker

Donald Moses

- have systems team explore theme switching/accessible design
- improve room discovery on Room Reservation site