

**Library Council Minutes**  
**January 30, 2020**  
**1:00pm - 3:00pm Library Conference Room**

**Present (expected):** Kim Mears, Donald Moses, Simon Lloyd, Keri McCaffrey, Melissa Belvadi, Rosie Le Faive, Dorothy Peters, Cindy MacDonald

**Regrets:** Emma Drake, Rimsha Khan

## Recognition

### 1. Approval of Minutes

### 2. Announcements

- Travel/PD Plans
  - C. Macdonald will be attending the national CUPE library workers committee meeting in March.
  - K. Mears will be doing a certificate in OER librarianship through the Open Textbooks Network, April 5 -9, in, U of Minnesota, Minneapolis. She was accepted, with a scholarship. Also, will be attending the Medical Library Association, May 14-20, in Portland, OR, and presenting on the Evidence Based Medicine class she co-taught with AVC.
  - D. Moses and Alexander O'Neill will be attending and presenting to the National Data Services Framework and Summit next week. D. Moses also will be travelling to the CAUL winter meeting, in February, which has a theme of EDI.
- Training/Learning Opportunities
  - S. Lloyd - Opening UP Copyright. There's an OER (modules) from U of A. Some involve puppets.
  - R. Le Faive - [RDA New Concepts](#) training - Signed up as a group, five wednesday afternoons in the conference room starting Feb 19. Additionally, [Ethical Digital Data Management](#) webinar will be held Feb 13, from RDC:DRC
  - K. McCaffrey: [EDCU Carterette Webinar: Research is not a basic skill](#): using the contextual nature of research to transform information literacy instruction. Presented by Allison Hosier. Feb 12, 3-4pm.
  - The ACRL ULS Professional Development Committee will be hosting a free online presentation, Trans and Gender-nonconforming inclusion in libraries, Presented by Krista McCracken, Algoma University. Feb 27, 3-4pm, [Registration link](#).
  - Next council: Keri will bring a resource to council.

### 3. Business Arising

- Proposed changes to the Food Policy

- Passed unanimously with amendments!

**“Consumption of food and covered drinks is permitted throughout the Library except in the Prince Edward Island Collection/University Archives reading area or the Microfilm/Microfiche area. Patrons consuming food and drink in the library must clean up after themselves. Trash must be thrown out and any spills or mess cleaned off of furniture, equipment, or any other library materials. Alert library staff to any spills or messes that you are not able to clean up yourself. Empty drink containers in washrooms before placing them in the appropriate disposal bins provided.”**

- Process for Library Council to Create Recommendations
  - Carol Gabbana will be conducting a workshop coming up. No date has been decided yet, but the topic will be on consensus (or mixed-mode) decision making.
- Furniture in/for Learning Commons
  - Students noticed the change in furniture! Feedback was positive, but some still wished there was less noise. Some of this feedback was during the meet-and-greet that D. Moses attended.
  - C. Macdonald: The new furniture arrangement helps at night - groups can't be as large.
  - S. Lloyd - Kudos for the re-arrangement, real improvement. Also, reminded the council of the idea of installing a PAC pole near the table near the microfilms, as cords are a trip hazard. It was suggested that we may be able to move the existing pole near the carrels. Also, if we can find more carrels, we might put more in place of the group tables across from the govdocs.
  - M. Belvadi: have our technicians ensured all computers point to the right printers?
  - It was noted that the “non-space” calls (proposals for new furniture etc.) haven't been given in a few years. However, there is a risk of student injury if furniture goes too long (as with the white plastic egg chairs) without being replaced.
  - M. Belvadi: Maintain having chairs with and without wheels (student preferences)
  - K. Mears: Obtain both chairs with and without arms, for equity.
  - R. Le Faive: Can we do student trials of different chairs?
- *Projects*
  - Islandora 8 Research Data Management Platform (D. Moses/R. Le Faive)
    - Team working very hard preparing the stable platform (~75% done) .
  - UPEI 50th Anniversary (D. Moses / S. Lloyd)

- Team fixed some issues with Throwback Thursday displays. More videos will be published on the site shortly
- There was a proposal to do a couple interviews every year, as the interviews are receiving lots of positive feedback.
- The Guardian (Charlottetown) published a whole insert about UPEI's 50th anniversary recently. The feature interview was with Ron Baker who was very complimentary about the library.
- Kindred Spaces
  - As mentioned in the unit report, Megan Kirkland is doing really good work. Great material going to be online - including first reviews of Anne of Green Gables.
- OER Program (K. Mears)
  - Grant info for OER program has gone out in campus notices. Page on library website (link below). Waiting for the press release to go out (next week) and hoping for a picture with the Minister. <https://library.upei.ca/OERProgram> google form allows applicants to upload a budget and timeline. (if doing peer review, then there is no other additional stuff).
  - Pressbooks workshop upcoming
  - Grant info session will be upcoming once the official announcement goes out.
  - **Doesn't have to be for a course here; it is to participate in the OER ecosystem, in order to increase awareness of rigor in OER.**
- Annual Fund
  - Staff are encouraged to draft proposals and bring them to the next meeting.
  - D. Moses - sunroom came up several times; including comfy chairs to work a long time in.

#### 4. Follow-up on Pre-submitted Reports

- S. Lloyd - will be offering a refresher session on archives/special collections for library staff, likely the second week of February.

#### 5. New Business

- Renovation/Fundraising
  - Goal set is \$10 million. It is fundraising a "new build" [secretary's note: and renovations] - looking at the Master Plan from the recent past (a couple years ago) - an L-shaped extension on the library.
- Rosetta Stone
  - Is very very end of life, as is the server that is hosting it. Campus was asked about usage. Modern Language seems to not have any usage. Will ask if they have suggestions of alternatives. EAP used to use it a lot; no longer does. C. MacDonald reported ~ 1 new patron per term. Stats from ITSS is 28h over the last year.
  - We had thought to refer people to the public library system, but PEIPLS is cancelling Rocket Languages.
  - May look into Duolingo, a free web-based tool.

- Do we need a paid language service at all now? Concern about free tools (“if you’re not paying for it, you’re the product”).
  - Intention is to not start paying a subscription. Historical note: we had one-time ACOA money to purchase Rosetta Stone in the first place.
  - Creative ideas are welcomed.
  - D. Moses will collaborate with Modern Languages, and intends to shut down Rosetta Stone.
- Writing centre web partnership (M. Belvadi)
  - After talking with Jarmo, we are moving forward with having a page on the library website for the Writing Centre. A tutor student has volunteered to coordinate;
  - M. Belvadi and R. Le Faive will look into whether we can lock the student down from accessing anything other than the writing centre pages on the library website.
  - The “Where do I start” page (originally started as a suggestion from the writing centre) may be taken over by them.
  - Suggestion for our social media accounts to mutually retweet etc.
- Fountain upstairs (M. Belvadi)
  - Could start with a request to Facilities? May be a good Annual Fund ask.

## **6. Roundtable**

- K. Mears: Work on the OER certificate program will start in Feb, so she may not be as available. Also noted that the sinks have been out of order for several months and hopes the batteries get fixed soon.
- D. Peters remarked that there are multiple paper towel dispensers in the upstairs (but not downstairs) washrooms.
- K. McCaffrey: Resource fair in Dutch Inn: feedback from students: atmosphere, quiet. Love the plants. Study spots, great staff/service. Needs: free printing, water fountain upstairs.
- S. Lloyd - will be a panel member on the CAUL “Essential copyright exceptions for students and staff” webinar, Feb 25, 10am.