

Library Council

Meeting Minutes

April 11th, 2024

9:30 – 11:30 a.m. via Teams

Present

Karen Keiller, Chair

Michael Brundin, Jane Duffy, Ali Foster, Roxy Garstad, Preethi Gorecki, Robyn Hall, Martina King, Nicolle Lemay, Valla McLean, Joan Morrison, Jody Nelson, Eva Revitt, Sandy Stift, Lindsey Whitson

Regrets: Chao Chen, Ron Rooth

1.0 Land Acknowledgement – Alison Pitcher

2.0 Call to Order & Welcome – Karen Keiller

3.0 Guest – Christopher Ramsey – MUSE Editor-in-chief

4.0 MUSE updated terms of reference – Robyn Hall

Motion: *Move that Library Council approve and recommend to the Dean changes to the MacEwan University Student eJournal (MUSE) terms of reference.*

Moved: Robyn Hall

Second: Alison Pitcher

5.0 Approval of Agenda and Minutes - Karen Keiller

Moved: Ali Foster

Second: Alison Pitcher

6.0 Approval of Reports and 'Dean's Award/s – Karen Keiller

Moved: Ali Foster

Second: Alison Pitcher

Dean's Award: YIPPEE award: Robyn, a plan is in place to move room bookings to LibCal over the Summer.

7.0 Action Items from LC February 15^h, 2024– (below) Joan Morrison

Feedback on in-person/ online Library Council meetings. (to Joan)

8.0 Dean's Report – Karen Keiller

The Board of Governors passed the university budget in March, and we will proceed with the textbook affordability program.

In response to the Pilot of the inclusive access automatic billing for textbooks program, we are working on having something before the Dean's Council to decide how MacEwan will handle this.

Proposal on the tech booths: we have a quote and a plan on where to put the soundproof booths, but no funding; we are hoping for 9.

Karen met with facilities regarding renovations in Building 7 over the summer.

IT is moving out of the third floor, it is being turned into offices mostly for sessional faculty. They are going to create a flex space in 7-284, the vision for that room is to have

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high visibility the room can be used by students, faculty, staff, and community members. Also, a small breakout room and a Podcast room.

The coach's office is being converted into a classroom.

9.0 Chair's Report (attached) – Joan Morrison

10.0 Associate Dean - Library Report (attached)– Eva Revitt

Eva sits on the Student Engagement Retention Committee, they have been conducting focus groups (2, well attended). What came out was that students wanted extra space everywhere on campus, so a lot of students went to the University of Alberta to study and find a quiet spot.

11.0 Library Service's Platform Update– Preethi Gorecki

We have access to the Sandbox, and we started onboarding with ExLibris. They are largely presentations we receive from ExLibris, Preethi will upload the recorded sessions into the LSP channel.

Field trip down to Calgary for people who are involved in the technical work, a date is still being finalized June 13th is the best date for the Library services staff.

Waiting to hear back from U Calgary on whether that date will work.

ELUNA is coming up in May.

In conversations on how we will do payment processing for the LSP project. Currently we have our own system that we built, IT and finances want us to move to PeopleSoft, will have a decision to announce shortly.

12.0 Library Action Plan Updates - Library Action Plan Guidelines - Karen Keiller

We will have a check-in once or twice a year, not every library council meeting.

Roxy: involved in growing our Indigenous collections, Ron has joined the group, the focus of this year is indigenous films and music.

13.0 Update on Research Project – Karen Keiller

Administrative Leave Project: UNSDG (United Nations Sustainable Development Goals)

There are 17 goals that cover quality of life indicators (i.e., Poverty, quality education, water quality, peace, justice, strong institutions, etc.)

How are libraries, especially across Canada, responding and reporting on UNSDG.

14.0 New Business

14.1 Update on Library Website Redesign – Ali Foster

The Library Services platform and website will both go formally live in Winter 2025.

We are at a point in the project where the site map is complete, Dave is working on integrating Abigail's designs into the new website server.

Questions:

Timeline as it impacts professional work: Summer is when a significant amount of work is done on the content migrations; in May, we will start to migrate content based on the designs that Abigails created and Dave has put into DRUPAL 10.

There are many unclaimed web pages in the inventory. We need to make sure the web pages are in the right hands.

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An email will be sent out next week with a timeline for people to update who belongs to the content. There will be a cut-off date of May 7th.

Please contact Ali if you have any questions/ concerns on the redesign of the website.

14.2 Liaison Librarians and New Librarians – Joan Morrison & Karen Keiller

Business: Roxy will be assigned Business July 1 covering for Preethi for the foreseeable future When Preethi's work on LSP Project winds down either Preethi will be assigned back to Business giving us 3 Business Librarians (appropriate with all the changes happening in Business) or Preethi may be assigned a different subject area or help with cover off.

Units: Estelle in L&E and Danielle DISC

Estelle Key contacts

Alison – English *(but broad 4 Points Team will continue with smaller workloads)

Lily – Writing Centre

Martina – Makerspace Portfolio=Writing Centre Portfolio

Danielle Key Contacts

Jody – Nursing *(Health Team of Ali, Jody, Danielle)

Eva – Copyright

Robyn – OER, Textbook Affordability Project, CTL

Mentors need to be decided for New Librarians– perhaps both have one mentor and meet as group of 3?

Expectations for new Librarians on campus 4 days a week for first year

Offices need to be decided

15.0 News/Updates/Roundtable

16.0 Upcoming Library Council: June 13, 2024, 9:30 – 11:30

17.0 Adjournment

Action Items Follow up from February 15, 2024, Library Council Meeting

Open Action Items	Due	Assigned	Status
3.0 Approval of Agenda	ASAP	All	Provide Karen and Joan feedback if you prefer LC meeting to move in-person or stay online. Feedback: 1-mix, trial hybrid, 1-mix with in-person August and April
7.0 Chair Report – 'Pause on Meetings Week'	ASAP	Joan	Based on feedback Fall 2024 week will stay in September and move Winter 2025 to Reading Week Break – done
12.1 Open Access Publishing Options	ASAP	All	Have a look at updated content https://library.macewan.ca/faculty-services/publishing-support/open-access and questions to Robyn