

## 3.0 Meeting Minutes

June 12th, 2024

9:30 – 11:30 a.m. via Teams

### Present

Joan Morrison, Acting Chair

Chao Chen, Jane Duffy, Ali Foster, Roxy Garstad, Preethi Gorecki, Jody Nelson, Eva Revitt, Ron Rooth, Sandy Stift

**Regrets:** Michael Brundin, Robyn Hall, Karen Keiller, Martina King, Nicolle Lemay, Valla McLean, Alison Pitcher, Lindsey Whitson

**1.0 Land Acknowledgement** – Eva Revitt

**2.0 Call to Order & Welcome** – Joan Morrison

**3.0 Approval of Agenda and Minutes** – Joan Morrison

Minor changes to 10.3 Library action plan updates – some people have changed, no action items from the last meeting to be reported.

**Moved: Roxy Garstad**

**Second: Ali Foster**

**4.0 Approval of Reports and 'Chair's Award/s** – Joan Morrison

**Moved: Jody Nelson**

**Second: Sandy Stift**

### Chair's Award:

Jody Nelson - Bestest word ever award "re-departmentalization", this is describing what is going on in the Department of Nursing.

Michael Brundin - Statistically significant award for his work on the internal grant adjudication committee where they had 106 applications for internal grants, 37 of those were in the group he was looking at.

**5.0 Associate Dean – Centre for Teaching and Learning Report**– Sharon Bratt

Played a highlight video "A Year in Review"

**6.0 Dean's Report** (attached) - Karen Keiller

**7.0 Chair's Report** (attached) – Joan Morrison

**8.0 Associate Dean – Library Report** – Eva Revitt

In May Eva was in Kamloops to provide a review for the Thompson Rivers Library, along with people from the University of Winnipeg and University of Manitoba, they met with Students, Librarians, Library staff, the Provost, and Research.

A 15-page report was provided with a recommendation that we submitted.

They have a Library council but are missing where the Library is accountable to the senate. Also, the Librarians do not have a seat on the senate.

They recommended that the title be updated from University Librarian to Dean to align with other Deans in the University.

## Library Council

Our library is slated to do a review in a couple of years, this experience helped to see how it all rolls out. We will have to produce a self-study report, TRU's was over 200 pages.

**New Faculty Orientation** – Full day for full-time faculty, August 27<sup>th</sup>.

Sessional faculty will have 2 sessions on August 29<sup>th</sup>, midafternoon and evening session. Expecting about 50 full-time faculty members this year, it will be in the Robbins.

Library/Writing Centre/Makerspace will have a booth. Robyn asked for an additional booth for textbooks.

Eva will be the MC, and the president's reception will be in the library somewhere between 2:00 – 3:00. All Librarians, Faculty, Ed Developers, and CTL/Library staff will have an invitation to attend.

Eva needs 6 volunteers to help walk groups from the Robbins to the Library.

Email Eva if you are interested.

**InterLibrary Loan position** – Lily will be hiring a full-time continuing position in August, focus is Interlibrary loan with some service desk, and some collections.

**Data dashboard** – Chao is working on a data dashboard using Power BI, an institutional data visualization software. If you go into Teams under Library/General, in the general channel, there is a folder "Library Data Dashboard".

Coordinators - What do we want to highlight, emphasizing information literacy that we teach in the class and how that relates to institutional learning outcomes?

Chao would like to receive any data you have, put it in that folder or link to it, Chao needs to receive it as an Excel file.

**Inclusive access** – the bookstore was running an inclusive access pilot.

Karen drafted a briefing note that went to the Dean's Council

The Deans' Council approved that Faculty could use inclusive access, but it must be an opt-in, not an opt-out

Students must make the conscious choice to be automatically charged for the textbook.

The assessment cannot be tied to this textbook.

**Fund development** – Eva meets every two weeks with fund development

these are people who do fundraising for the University

Suggestions from the Library for Fund development:

Laptop Bursary for Indigenous Students

Children's furniture for the library children's area.

**Digital Display Screen** - The Library is still looking at installing a Digital display screen, Lachell is getting some quotes.

**Techbooths** - We are looking at purchasing 9 Techbooths, single booths where students can go and do their classes online while they are on campus the ticket for 9 booths is going to be half a million dollars, so right now, there is no money for them, but things change, and they are still definitely on the radar.

### 9.0 Library Services Platform Communication Update – Preethi Gorecki

#### Broad Project Timeline

May 13, 2024–Migration portion of Onboarding phase began

July 15, 2024–Implementation kickoff

August 19, 2024–week of Test load start

September 2024–Alma and Primo VE environment delivery (this is when we get the production environment)

September 2024–Data Checking

September to November 2024–Workflow testing and 3rd party integrations

November 11, 2024–Symphony Technical Services freeze

November 22, 2024–Alma configuration freeze

December 6, 2024–Symphony Fulfillment freeze

December 11, 2024–Go live for Rapido, Alma, and Primo VE

Spring 2025–Leganto tentatively planned for a soft launch/go-live

Date TBD–Library Mobile & Alma Mobile launch/go-live

#### Onboarding–Migration Timeline

May 24, 2024–Provide Symphony Extracts to Ex Libris (Complete)

June 21, 2024–Draft Migration, Field Mapping, and P2E forms due (In-Progress)

July 12, 2024–Final Migration, Field Mapping, and P2E forms due (Not Started)

#### New LSP Project Team Structure

There is a new project team structure for the LSP project! The following folks have joined the core project team: Trish Hurlbert, Sean McCready, Vanessa Bangay, and Susan Jones! There are also various subteams that have kicked off on their work. For a more detailed outline of the new team structure, please check out this document: [Library Services Platform Project Teams](#). Please note that this is a living document that is being changed/updated as we go through the project. As of now, there are some names missing from a couple of the subteams that still need to be added, so don't worry if you don't see your name somewhere it should be—we will be getting that updated soon. If you are interested in being part of the discovery layer subteam, the subteam structure and membership is still being ironed out. This document will be added to the [Library | Library Services Platform | Microsoft Teams](#) files area soon.

Currently, the LSP Core Project Team consists of:

- Vanessa Bangay; Michael Brundin; Lily Dane; Preethi Gorecki; Trish Hurlbert; Susan Jones; Sean McCready; Mike Schouten; Sandy Stift;

There is a lot of work happening right now in the LSP Cataloguing & Acquisitions Subteam and Circulation Subteam:

- Vanessa Bangay; Leanne Bowen; Michael Brundin; Claire Dahlquist; Lily Dane; Trish Hurlbert; Susan Jones; Sue MacRae; Mike Schouten; Sandy Stift

If you see anyone on either of these teams around, please give them a shout out for their hard work on the project! This migration would not be possible without all of their labour.

#### Canadian Ex Libris User Group on Basecamp

## Library Council

If you are going to be working closely with any of our Ex Libris products, I would highly recommend being added to the Basecamp for the Canadian Ex Libris User Group. It's a great place to ask our colleagues across Canadian institutions questions and learn more about what others are doing. Let me know if you would like to be added and also if you would like a brief Basecamp training. I've collected the names of folks who have already indicated interest through teams posts.

### **ELUNA 2024 Presentation Slides & Documents**

I have downloaded all of the available slide decks and documents from the ELUNA 2024 presentations and uploaded them here for your review: [ELUNA 2024 Session Slides & Documents](#). There are somewhere around 200 I believe. Your best bet for finding presentations on specific topics:

1. download [the conference agenda](#)
2. do a word find (CTRL+F) in [the conference agenda](#) for a specific topic (like "ILL" or "Rialto") and make a note of the date & title for each presentation
3. go to the folder within [ELUNA 2024 Session Slides & Documents](#) that has the date for the session you're looking for (May 15, May 16, or May 17)
4. look for the session title within that folder. They are organized alphabetically. Not all of the sessions had slides, so if you don't find documents for the presentation you wanted, they just might not exist sadly.

### **10.0 New Business**

#### **10.1 Librarian Performance Review document update** – Joan Morrison, Roxy Garstad, Lindsey Whitson

**Motion:** *Move that Library Council approve and recommend to the Dean the updated Librarian Performance Review document.*

**Moved:** Sandy Stiff

**Second:** Jody Nelson

#### **10.2 Textbook Affordability Project 'Limited Term – Librarians' one year for July 1, 2025 as outlined in 8.2 Collective Agreement**

##### **OER Limited Term Librarians**

##### **Open Education Support Program** – Eva Revitt

Whenever leadership is looking at new positions, it comes to the faculty council for discussion.

Karen's vision for the textbook affordability initiative, in which the focus is on OER.

Karen is proposing that we hire 2 limited-term Librarians, which would be a full-year appointment. Candidates would be recent graduates starting July 1, 2025. The focus would be creating/ adapting OER support projects and training, and they would participate in the library council.

We would be striking a full hiring committee, which would be drafting the job ad and adding details if we want to expand that focus or add other responsibilities. We want to give these librarians a rich experience. The details can be in the job ad.

#### **10.3 Library Action Plan Updates – Library Action Plan Guidelines – Leads listed below**

1. Implement a new Library Services Platform – Eva
2. Strategies for the assessment of Library teaching – Jody
6. Reduce textbook costs – Robyn/Eva
7. Expanded Library Hours – Nicolle & Lily
9. Laptop Availability – Lindsey & Lily
11. Community Scholars Program – Sandy & Robyn
12. Artificial Intelligence in the Library – Eva, Jody
13. Inclusive Library – Nicolle/Roxy

There are three members of this group: Nicolle as lead, Ali, and Roxy.

This past year, the main project was weeding the juvenile collection to remove items that use outdated language or don't reflect inclusivity. This was a huge project that involved extensive faculty consultation. A little over 1000 titles, which was about 21% of the collection, were selected for discard, with over 70% older than the year 2000. These were re-homed to childcare and early learning. Thank you to Sue for this information!

From a collections perspective, we have:

- Continued to purchase titles related to EDI, neurodiversity, and other inclusive initiatives using our general tracking code. Many of these titles make for interesting display materials, so we have been purchasing a bit more print than in previous years.
- We have created a special tracking code and allocated \$7000 toward purchasing of materials by, for, and about Indigenous peoples living in Canada (which will be expanded upon during the report for #17).
- Collections has purchased the just-released new video series SAGE Video: Social Justice Collection at year-end, and we are in the process of acquiring SAGE Research Methods: Diversifying and Decolonizing Research, also a brand new module in SAGE Research Methods. Thank you to Sandy for this information.

14. First Year Experience and Retention – Joan
15. Extended Reality for Teaching and Learning – Martina
16. Advance Digital Scholarship – Robyn
17. Community and Indigenous Authors and Creators – Roxy
  - We are now in our second year of this action item
  - Our group has grown from three to seven members
  - The current members are: Claire, Kathy, Sandy, Ron, Lindsey, Sue, and Roxy
  - In year one, we purchased approximately \$7000 in various materials. We focused on Indigenous science but also included other items, such as a wonderful artist's book
  - A new firm-order budget tracking code – QINDIG – has been created to allow better tracking of purchased interdisciplinary materials with an Indigenous focus, authorship, etc., or materials purchased as part of Action Item #17
  - This year our budget is \$7000 and we are focused on growing our collection of Indigenous music and film
    - One aspect that is causing a challenge is the poor Canadian dollar
  - Also this year we are including an update of the First Voices collection within this budget

## Library Council

- We want to mention two specific activities of note:
  - An unlimited-users ebook copy of *21 Things You May Not Know About the Indian Act* has been ordered for the collection. While the library already has two print copies of this important work, they are at times both signed out, and as a title of enduring importance, acquiring an e-copy with site license while available ensures availability should it be assigned for course reading
  - A list of 90 works of fiction from the First Voices Collection was put together to help people discover Canadian Indigenous authors' fiction works. It includes a variety of poetry and prose, graphic novels and horror, and more. The list was posted on the Library Services channel on March 5. You can also try searching "Indigenous fiction – Canadian authors" to find this post
- Next year we plan to have a different focus and if you would like that to include one of your areas, please contact Roxy. For instance, we could look at children's books or absolutely anything

18. Kid Friendly Space – Nicolle

19. Hiring and Retention Process – Joan & Lily

### **11.0 News/Updates/Roundtable**

### **12.0 Upcoming Library Council: August 29, 2024, 9:30 am in Teams**

### **13.0 Adjournment**