

### 3.0 Library Council Meeting

Date: August 29, 2024

Time: 9:30 am – 11:30 am

Location: **online**

#### Invited

Attendees
Eva Revitt, Interim Dean Library – Library Council Chair
Robyn Hall, Interim Associate Dean Library
Donna Callaghan, Administrative Support - Minutes
Darcy Hoogers, SAMU Vice President Academic
Librarians:
Michael Brundin
Jane Duffy
Nicolle Lemay
Estelle Frank
Danielle Deschamps
Ali Foster
Martina King
Roxy Garstad
Ron Rooth
Jody Nelson
Tara Stieglitz
Chao Chen
Sandy Stift
Valla McLean
Alison Pitcher
Joan Morrison, Chair – Library Council Vice Chair

#### Regrets

Preethi Gorecki, Lindsey Whitson
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#### Agenda Items

Item	Owner (discussion, information , decision)	Notes/Minutes - 120 minutes, 75 allotted
1.0 Land Acknowledgement	Valla McLean	
2.0 Call to Order and Welcome	Eva Revitt	5 min
3.0 Approval of Agenda and <a href="#">Minutes</a>	Eva Revitt - decision	5 min <b>Moved: Alison Pitcher</b> <b>Second: Ali Foster</b>

4.0 Approval of Reports	Eva Revitt - decision	<p>5 min</p> <p>Question for Michael about the lab users group, the members of this group gather the software requirements for the computers in the University labs. Michael has created a spreadsheet of the PC software and the Mac software that is used by the University.</p> <p>Michael will contact Lachell and ask if this list can be placed on the portal for Students/Staff/ Faculty.</p> <p><b>Moved: Alison Pitcher</b></p> <p><b>Second: Sandy Stift</b></p>
5.0 Interim Dean's Report	Eva Revitt - information	<p>Verbal 10 min</p> <p><b>Grammarly</b> working group (Eva, Jody, Alison, Geneve, Liam, Faculty from the English department, Integrity Office) – a decision was made not to turn on the AI component of Grammarly.</p> <p><b>Dean's Council meeting</b></p> <p>Multi Affordability crisis for our students, Students Association did a survey and interviewed students 4 themes came out of the survey:</p> <p>Tuition costs</p> <p>Housing costs</p> <p>Many students want/ need to work part-time when they are in school</p> <p>Mental Health</p> <p><b>Standing meeting</b> with David Almond, CIO of IT, once a month.</p> <p>IT is reviewing all of its policies and standards.</p> <p>Also, restructuring and introducing new roles. They will be hiring 2 – 3 relationship managers. Each Faculty/School/ Library will have its own relationship manager.</p> <p>They are currently in the hiring process.</p> <p>This will help IT better understand issues.</p> <p><b>Digital ID card</b> is moving forward in the Winter term. Under the understanding that there will still be a physical card which will eventually be grandfathered out.</p> <p><b>Provost has asked for 4 – 5 goals</b></p> <p>Oversee the successful implementation of the LSP and new website.</p> <p>Oversee the implementation development of the structures and policies around our Textbook Affordability Project.</p> <p>Leganto – implementation of our new reading list in the Spring.</p> <p>Working with the Provost's office to revamp our Emeritus policy.</p>
6.0 Interim Associate Dean's Report	Robyn Hall - information	<p>Verbal 10 min</p> <ol style="list-style-type: none"> <li><b>Staff updates:</b> <ol style="list-style-type: none"> <li>We're in the midst of hiring a Writing Tutor Coordinator.</li> <li>Reyne Harrington started August 15 as our new Interlibrary Loan Technician. (Welcome Reyne!)</li> </ol> </li> <li><b>LibAnswers:</b> Kudos to Nicolle, Michael Brundin, and everyone else who helped us transition to LibAnswers for chat reference earlier this week.</li> <li><b>MacEwan ID Card:</b> Over the next year, MacEwan will be transitioning to a new digital/physical MacEwan ID card that can be used across campus, starting with the Library and Sports and Wellness. It will be managed by MacEwan ITS. Cards are being</li> </ol>

		<p>processed as usual by the Library this fall, and likely this winter term as well. More details will be forthcoming.</p> <ol style="list-style-type: none"> <li>4. <b>Student Technology Fee Fund:</b> Later this term, we anticipate that there will be a new call for proposals for this fund that has been on hiatus in recent years. Eva and Robyn recently met with members of SAMU to get their feedback on three potential proposals: an interactive digital wall to feature student and faculty research in the library; private soundproof booths where students can, for instance, attend an online course while on campus without interruption; and podcasting kits that students can sign out from the Makerspace. If you have other ideas of technologies we could propose, let Robyn know by end of September.</li> <li>5. <b>Student Experience Record:</b> We have been asked to identify opportunities to add to the Student Experience Record, which students can share in job applications and such to demonstrate career-readiness. This can include things like attending workshops, undertaking research assistantships, engaging in volunteer activities; it does not include activities done for course credit. Robyn will be reaching out to librarians and staff for help determining what the library can contribute to this a bit later this term.</li> <li>6. <b>Textbook Affordability Program:</b> TAP has a steering committee made up of librarians and staff from the Bookstore and CTL along with our SAMU VP Academic Darcy Hoogers. We're in the process of creating a workplan for the year and determining what teams or working groups we'll need to execute those plans. We're also in the process of identifying eBook versions of some required textbooks. More details about all of this will be shared soon. In the meantime, please do encourage faculty to explore lower cost options and share the <a href="https://library.macewan.ca/tap">https://library.macewan.ca/tap</a> with faculty and students. If you think of ways we can be reducing textbook costs, please do share them with Robyn (or Eva, Danielle or Sandy).</li> <li>7. <b>C2UExpo:</b> Several librarians are participating in helping to organize the C2UExpo May 12-15 here at MacEwan. This is Canada's largest community-based research conference. Do consider attending if interested. A call for proposals will open in early October. Details here: <a href="https://www.c2uexpo2025.ca/">https://www.c2uexpo2025.ca/</a></li> <li>8. As Interim Associate Dean, Robyn will be serving on the mēskanās Governance Committee and the Student Enrolment Management Retention Committee so expect regular updates on each of these at future meetings.</li> </ol>
7.0 <a href="#">Chair's Report</a>	Joan Morrison - information	attached
<b>Outstanding Items:</b>		
8.0 Outstanding from Previous Library Council June 12.	Joan Morrison - information	<p>5 min</p> <p>Action Item 8.0 Associate Dean – Library Report Send data in Excel to Chao Chen for inclusion/testing of PowerBI new Library dashboard – ALL</p>

9.0 Update on <a href="#">Library Action Plan</a> items and Librarian Workload Documents	Joan	5 min Library Action Plan: 2 items completed. If you are a lead on an action item or if you have signed up for an action item, please include it on your Annual Report.
<b>New Items:</b>		
10.0 Approve Librarian member of Library Student Engagement Committee	Eva Revitt - decision	5 min <b>Motion:</b> <i>Move that Library Council approve and recommend to the Dean Preethi Gorecki as a member of the Library Student Engagement Committee for a 2 year term until June 30, 2026</i> <b>Moved:</b> <b>Alison Pitcher</b> <b>Second:</b> <b>Ali Foster</b>
11.0 Approve the Librarian member of the University Promotion Committee	Eva Revitt - decision	5 min <b>Motion:</b> <i>That Library Council approve the following membership as elected by acclamation: University Promotions Committee: Roxy Garstad – 1-year term</i> <b>Moved:</b> <b>Alison Pitcher</b> <b>Second:</b> <b>Ron Rooth</b>
12.0 Approve the members of the Library Sabbatical Leave Committee	Eva Revitt - decision	5 min <b>Motion:</b> <i>That Library Council approve the following memberships as elected by acclamation: Library Sabbatical Leave Recommendation Committee: Jane Duffy, Martina King, and Sandy Stift – 2-year terms</i> <b>Moved:</b> <b>Jody Nelson</b> <b>Second:</b> <b>Ali Foster</b>
13.0 Approve Library Tenure and Promotion Committee for 2024-2025	Eva Revitt - decision	5 min <b>Motion:</b> <i>That Library Council approve the following internal and common external members to serve on the Library Tenure and Promotion Committee for the 2024-2025 academic year.</i>  <i>Amendment Addition for an external member: Dr. Mohamad El-Hajj</i>  <i>Internal members: Jane Duffy, Sandy Stift, Valla McLean, Joan Morrison</i> <i>External members: Kristine Peace, Dr. Mohamad El-Hajj</i> <b>Moved:</b> <b>Alison Pitcher</b> <b>Second:</b> <b>Michael Brundin</b>
14.0 Artificial Intelligence Student Guide <a href="https://libguides.macewan.ca/ai">https://libguides.macewan.ca/ai</a>	Jody Nelson - discussion	10 min Over the summer, Jody and Jennifer Quinn have been working on a new Intelligence Student Guide. The purpose of the guide is to help students navigate and use the generative AI tools in an academic context. Jody is hoping this guide will also be used by faculty as a jumping-off point to have conversations with students.
15.0 New emails from <a href="mailto:librarygovernance@macewan.ca">librarygovernance@macewan.ca</a> and support	Joan Morrison - information	5 min Tamara Bruins-Smith ( <a href="mailto:librarygovernance@macewan.ca">librarygovernance@macewan.ca</a> )

from Tamara Bruins-Smith		Tamara is the person behind the Library Governance emails that you receive.
16.0 Community Scholarship Program	Sandy and Robyn - information	<p>5 min</p> <p>Item number 11 on our Library Action plan.</p> <p>Simon Fraser was expanding their Community Scholarship Program and wanted to go beyond B.C.</p> <p>Simon Fraser, as the hub, supports libraries at other institutions so that these other institutions are able to support their community scholarship programs.</p> <p>Simon Fraser has decided to go national and is working with CRKN to get the licensing expanded.</p> <p>McMaster University in Ontario will be launching in the Fall. The intent is for McMaster to be the hub library supporting other libraries in the Ontario region sometime in the Summer of 2025.</p> <p>There are only 2,000 seats for the whole country, so 500 seats for British Columbia, 500 seats for Ontario and only 1,000 seats left for the rest of the country.</p> <p>MacEwan would like to be the hub library for the next region. (perhaps Prairie provinces).</p> <p>The intent is to support scholars who already have access to the 2,000 designated seats but also look at scholars outside the program to support them in other ways.</p> <p>There is a community-based scholars portal that Simon Fraser has built; if we become a participant in the program, we get access to that portal, we don't have to build our own. We can overlay our own branding on it.</p> <p><b>Community Scholars Program – Robyn's additions to what Sandy said...</b></p> <p>Eva, Sandy, Joan, Lindsey, Robyn, and Preethi will form a working group starting the winter term to figure this out. Preethi will play a major leading role in this as LSP winds down.</p> <p>Hoping to align with the Office of Research Services' community engagement activities to offer workshops and supports alongside access to academic resources.</p>
17.0 Library Services Platform & Website	Robyn & Ali - discussion	<p>10 min</p> <p>Public-facing preview of the website: librarytest.macewan.ca</p> <p>Website updates will also be coming to the fireside chats.</p> <p>Preethi and Ali are conducting the content review of the web content. By October 30<sup>th</sup>, there will not be any more major changes to the web content on the redesigned website.</p> <p>Questions:</p> <p>Can the test site be shared with faculty – no</p> <p>The naming of the URLs – they will stay the same.</p> <p><b>LSP update from Robyn – on behalf of Preethi and in addition to Ali's web updates...</b></p> <ul style="list-style-type: none"> <li>• Rapido (resource sharing) implementation begins end of September.</li> <li>• Alma (catalog) and Primo VE (discovery layer) production environments will be released to us September 12 and September 25 respectively.</li> </ul>

		<ul style="list-style-type: none"><li>• Permalinks—There will likely be solutions in place to prevent everything from breaking. Please be patient with us as we work through these solutions and communicate back to you.</li><li>• No changes expected to ILL anytime soon—NEOS lending will remain unchanged for most if not all of Fall</li></ul> <p>Reminder to attend the fireside chats scheduled this fall and keep an eye out for updates to the LSP channel in Teams and over email.</p>
<p><b>Next Library Council meeting:</b> Thursday October 10, 2024 . Provost, Dr Craig Monk attending December meeting with "Academic Affairs Update."</p>		