

## Library Council Meeting

Date: February 11. 2025

Time: 9:30 am – 11:30 am

Location: In Person 7-269 Library Multi-Purpose Room

### Invited

Attendees
Eva Revitt, Interim Dean Library – Library Council Chair
Lily Dane, Manager Library Operations
Donna Callaghan, Administrative Support - Minutes
Darcy Hoogers, SAMU Vice President Academic
Alyssa Tonnes, Chair Library Student Engagement Committee
Librarians:
Lindsey Whitson
Michael Brundin
Jane Duffy
Nicolle Lemay
Estelle Frank
Danielle Deschamps
Ali Foster
Martina King
Roxy Garstad
Ron Rooth
Jody Nelson
Tara Stieglitz
Sandy Stift
Valla McLean
Alison Pitcher
Joan Morrison, Chair – Library Council Vice Chair

### Regrets:

Jane Duffy, Robyn Hall, Interim Associate Dean Library, Lindsey Whitson, Alyssa Tonnes,

### Agenda Items

Item	Owner (discussion, information , decision)	Notes/Minutes - 120 minutes – 110 allotted
1.0 Land Acknowledgement	Ali Foster	
2.0 Call to Order and Welcome	Eva Revitt	5 min

Guest Paul Sopcak Coordinator, Student Conduct, Community Standards and Values		<p>20 min - Paul will address the Library Council to provide guidance to library staff on handling academic integrity issues, whether they are discovered by the staff themselves or brought to their attention by students. 9:40 – 10:00</p> <p>Paul's recommendation is that this should be an educational conversation. You don't want to undermine the trust the students have with the Library and the Writing Centre / makerspace.</p>
3.0 Approval of Agenda and <a href="#">Minutes</a>	Eva Revitt – decision	<p>5 min</p> <p><b>Moved:</b> Martina King</p> <p><b>Second:</b> Ali Foster</p>
4.0 Approval of <a href="#">Reports</a>	Eva Revitt - decision	<p>5 min</p> <p><b>Moved:</b> Alison Pitcher</p> <p><b>Second:</b> Roxy Garstad</p> <p>Valla to Sandy: Oasis and the API. When we order in Oasis, can we see if the book is on our shelf in our Library?</p> <p>Sandy isn't sure how reliable Oasis is. Realto, which is Oasis on steroids, is part of the LSP migration, and we are hoping to have implementation in the Fall.</p> <p>Roxy recommends always double-checking the catalogue.</p> <p>Committee for Student Affairs – Sandy will send out an email from the last meeting.</p> <p>Alison's report at the GFC: Alison mentioned a provincial task force MITZ panel. The president has mentioned this panel in 4 – 5 meetings that she has attended, this panel is starting its work effective January by the end of 2025 it is to produce a report. That report is to make recommendations for the post-secondary sector in Alberta. It is anticipated that it is going to have a significant impact.</p> <p>Digital ID card: Rolled out in May now, the library will still be issuing plastic ID cards for the Spring term. Lily will be meeting with Nik Fisher next week.</p>
5.0 Interim Dean's Report	Eva Revitt - information	<p>10 min – verbal</p> <p>Annual report for the library: Eva will try to create this, the library annual report is something that Karen has wanted to do to show the level and the diversity of what the library does.</p> <p>Student protest of ExLibris as our Library vendor on February 4<sup>th</sup> was peaceful and respectful.</p> <p>Dean's council: at the last Dean's council, Chandelle Rimmer, AVP, Student Life, talked about student health. She talked about a shift they have noticed in student life, especially with the counselors. They are starting to shift to a multidisciplinary team model. Now, students would have available to them social workers, nurse practitioners, and councillors. They are finding student needs are becoming more complex. They are also noticing that students are being referred from multiple avenues.</p> <p>IT liaison: Sheldon Guether will meet with Eva, Michael and Robyn to see how we should move forward in his role.</p> <p>Teaching awards policy: it is being significantly revised, increasing the number of teaching awards at the institutional level and creating a two-tier system.</p>

		<p>Eva is working with Sharon Bratt there is also going to be another one at the Faculty school library level. A policy went to the Provost group, and the Deans are all on board with it. It will go for a broader consultation process through GFC Eva is trying to find a space in this policy for Librarians and educational developers</p> <p>The provincial budget is being released on February 27th. The best we can hope for is zero for MacEwan.</p>
6.0 <a href="#">Interim Associate Dean's Report</a>	Robyn Hall - information	In package 5 min for questions
7.0 <a href="#">Chair's Report</a>	Joan Morrison - information	In package 5 min for questions
<b>Outstanding Items:</b>		
8.0 From December 5, 2024 Library Council 11.0 <a href="#">Library Systems Platform (LPS) Migration Working Groups Folding into Operations</a>	All	<p>Over spring and after the LSP launch, think/rethink our current Units structure that has been in place now for 5 years. Plan for brainstorm sessions in May for everyone.</p> <p>If you need any assisting writing or updating TORs for new or existing working groups or Units, Robyn is offering expertise. This also needs to include Mavis Leung.</p>
<b>New Items:</b>		
9.0 Internal Library Service Terminology – Professional Practice v. Service Internal in Workload Documents	Eva Revitt & Joan Morrison - discussion	<p>10 min - Understanding that work done in Library Units is 'professional practice' not 'services' matching process in Faculties. Updates needed to Workload documents which will be reflected in Annual Reports and Dossiers.</p> <p>Inconsistencies around what is professional practice and what is service.</p> <p>What we do in Units, so Collections Unit or what is done on DISC that is not service that is how we organize ourselves to get our work done.</p> <p>Working Groups are the same. For example, the LSP working group would not be considered service. That is what we do to implement a new system. Service is any committee that comes out of the collective agreement, for example, the library student engagement committee and library council. Anything that you go to outside of the Library would also be service; for example, any faculty department meetings are considered service.</p> <p>Joan, Roxy, and Lindsey are looking at workload documents. They will also take a look at this.</p> <p>Tamara – service is multi-level in the Faculty of Arts and Science, your local department level service, then faculty level services (like library council), anything outside of the library would be University level service (sitting on a tenure and promotion committee, anything at the GFC level)</p>

		<p>External to the University (peer-reviewing, reviewing promotion files for a different University).</p> <p>Voluntary versus required is important.</p> <p>Bring it back for discussion</p> <p>Donna will send out a meeting over teams for anyone who would like to talk about service collectively.</p>
10.0 Draft Revised L&E Terms of Reference	Jody Nelson - Decision	<p>10 min</p> <p><i>Request that Library Council approve the 2025 Revised Learning and Engagement Terms of Reference, as presented, including the change of unit name to Teaching and Learning.</i></p> <p>10.1 <a href="#">Briefing Note Learning and Engagement TOR</a></p> <p>10.2 <a href="#">Draft track changes</a></p> <p><b>Moved:</b> Alison Pitcher</p> <p><b>Second:</b> Martina King</p>
11.0 Arranging a library-wide spring session on cultural humility, bias, difficult conversations	Jody Nelson - discussion	<p>5 min</p> <p>Lily, Jody, and Joan are meeting to discuss having a library-wide Spring session the week after Easter. It would be divided into 2 sessions - 90 minutes in the morning/ 90 minutes in the afternoon</p> <p>Morning: internal reflective work</p> <p>Afternoon: focused on practice and steps to move forward.</p>
12.0 Textbook Alternative Service Proposal – Briefing Note	Danielle Deschamps decision	<p>10 min</p> <p><i>Request that Library Council approve the Proposal: Textbook Alternative Service as presented.</i></p> <p><a href="#">12.1 Briefing Note Textbook Alternative Service Proposal</a></p> <p><a href="#">12.2 Textbook Alternative Service Proposal with Feedback</a></p> <p><b>Moved:</b> Jody Nelson</p> <p><b>Second:</b> Nicole Lemay</p>
13.0 Revised terms of use for the Data Repository	Tara Stieglitz - decision	<p>5 min</p> <p>13.1 Existing documents: <a href="https://doi.org/10.5683/SP3/Q3W5BX">https://doi.org/10.5683/SP3/Q3W5BX</a></p> <p>13.2 The draft: <a href="#">Data Repository Terms of Use</a></p> <p><b>Moved:</b> Sandy Stift</p> <p><b>Second:</b> Ali Foster</p>
14.0 Input on Hiring Limited Term Librarian FACA 8.2	Eva Revitt - discussion	<p>10 min – Call out for Library Search Committee members.</p> <p>The limited term is 12 months (June 1<sup>st</sup> – May 30<sup>th</sup> ).</p> <p>Eva will ask the Provost for a 6-month extension to bring it to 18 months.</p> <p>Ali Foster, Tara Stieglitz, Alison Pitcher, and Ron Rooth are interested in being Library search committee members.</p> <p>Tamara will follow up with an email for those who were unable to attend today's Library Council meeting.</p>
Request to review the Moodle app	Martina	<p>Moodle app integration into the library, Michael and Dave can help Martina.</p>

Library Governance	Tamara	Any governance questions feel free to send them to <a href="mailto:LibraryGovernance@macewan.ca">LibraryGovernance@macewan.ca</a> .
Microsoft Teams channel	Jody	During the Library Council meetings, the Teams channel chat function will be open if there are things you would like to share.
Next Library Council meeting: April 24, 2025		