

LIBRARY ADVISORY COMMITTEE MEETING MINUTES

April 30, 2010

9:00 a.m. Room A 229 Abbotsford

PRESENT: Michelle Rhodes (chair), Cheryl Isaac, Chris Leach, Jan Lashbrook Green, Jane Webb, Melissa Walter, Patti Wilson, Colleen Bell, Kim Isaac (recorder)

GUEST: Heather Compeau

REGRETS: Dana Landry, Jesse Cale, Shirley Lister, Ryan Petersen, Amber Zutz, Jacqueline Nolte, Eric Davis, Karen Chadsey

I. WELCOME

Michelle welcomed members to the meeting.

II. APPROVAL OF APRIL 30, 2010 AGENDA

Agenda approved by consensus.

III. ADOPTION OF MARCH 26, 2010 MINUTES

Chris moved/Cheryl seconded. Minutes adopted as circulated.

IV. CONTINUING LAC BUSINESS:

**A) Follow-up from President Evered's visit to the LAC.** Kim reported that in a conversation with Dr. Evered after the LAC meeting, he spoke about how impressed he was with the commitment of LAC members, and their thoughtful, forward-looking comments about the role and future of the academic library.

It was pointed out that a revised Senate standing subcommittee structure has been approved. LAC members are advised to take a look at these new and revised committees: <http://www.ufv.ca/Assets/University+College+Council/Proposals+at+Senate/Standing+Committees+March+2010.doc>

A question was asked about the status of the LAC as a Senate subcommittee, given that the recently approved revised subcommittee structure did not explicitly mention the LAC. Kim has asked Eric Davis, the VP responsible for the library, for clarification of this matter, and will report back.

**ACTION: KIM**

Concern was expressed that because librarians are not part of a faculty at UFV, they are not entitled to faculty representation at Senate, according to the amended University Act. The University Librarian is included as an *ex officio* member of Senate and a number of Senate subcommittees, but faculty librarians are not. Although the UL's perspective is a valuable one, it is not the same as the faculty librarians'; to assume so would be equivalent to saying that faculty members' expertise and interests can be completely represented by their Dean.

After discussion, it was agreed by consensus that the LAC Chair will draft a letter to Senate, requesting greater representation on Senate subcommittees for faculty librarians.

**ACTION: MICHELLE**

**B) CEP Library Planning Update.** Updated plans have been posted to the UFV Facilities CEP web site. Chilliwack library staff has put together an inventory of existing furniture and equipment, and is starting to identify the furniture and equipment needs for the new library. The library planning team is hoping to visit a number of new or recently renovated Lower Mainland libraries, to find out what furniture was chosen, and whether it is working well.

**C) Information Literacy Across the Curriculum subcommittee:** The IL subcommittee has not met during the past few months. There have been some activities, however, which support IL. Patti Wilson reported on her work as part of a small group trying to deal with plagiarism at UFV. She has put together a LibGuide on plagiarism to provide information and resources for faculty and students: <http://libguides.ufv.ca/plagiarism>. Colleen reported that the library is moving all of the content currently in the Guides to Research into the LibGuide format, and that LibGuides can be created for specific courses or even for specific assignments. Contact your liaison librarian for more details: [http://www.ufv.ca/library/contact\\_us/Liaison\\_Librarians.htm](http://www.ufv.ca/library/contact_us/Liaison_Librarians.htm)

**D, E) Strategic budget planning subcommittee update; UFV Strategic Plan:** The LAC's strategic budget planning subcommittee has not met, in part because members are waiting for information about the next stage in the UFV strategic planning process. Kim reported that the UFV budget for 2010/2011 has been approved by the Board of Governors, and that this budget includes funding for an additional librarian position, as well as funding to cover expected cost increases for ongoing licenses and subscriptions. The library fared well in a difficult budget year, thanks in part to the advocacy and support of the LAC.

UFV's Senate and Board of Governors have approved the first phase of the strategic plan for the institution. Kim reported that the next stage in planning for UFV will likely be the development of an integrated plan, modeled on work done at the University of Saskatchewan. More information about integrated planning can be found at: [http://www.usask.ca/ip/inst\\_planning/whatis/index.php](http://www.usask.ca/ip/inst_planning/whatis/index.php)

There was some discussion of the new UFV plan and whether the submissions made by the LAC are reflected in the document. It was agreed that the LAC will want to be active during the next phase of planning as well. Hope was expressed that the UFV plan will be a living document, one that serves as the basis for action and decisions.

**F) Ad hoc committee on a UFV Archives and Special Collections update:** This group, formed at the last LAC meeting, has not yet met. Based on advice she requested

from VP Eric Davis, Kim suggested that a way to proceed would be to identify the issues and questions around the development of a UFV Archives & Special Collections, and ask for guidance from the President and senior VPs on how to move this agenda forward within the institution. It was agreed that this would be a good strategy. LAC members of this ad hoc committee will meet to put together an agenda for a first meeting of a larger group of stakeholders.

**ACTION: MICHELLE, CHERYL, CHRIS, MELISSA, KIM**

#### V. NEW BUSINESS

**a) Acquisitions budget – preliminary discussion.** Kim presented an overview of the factors that the librarians are taking into account as they develop a draft acquisitions budget for 2010/2011. LAC members were reminded that the proposed budget will be brought to the LAC for endorsement at its May meeting.

#### VI. LIBRARY REPORT

- The Library Management Team will be holding a retreat to discuss library staffing, including the new librarian position
- Heather Compeau was the Chair of this year's very successful BC Library Association Conference, held in Penticton
- Patti has developed a LibGuide for course instructors who would like to include a database search box in their web page or Blackboard course:  
<http://libguides.ufv.ca/SearchBoxWidgets>
- Major papers and projects submitted to the Master of Criminal Justice program can now be located in electronic format as part of UFV's ebrary collection. Other student (and faculty) papers could also be made available in this way, if the author signs an agreement. See the **UFV Library News** for April 2010 for more information:  
[http://www.ufv.ca/library/announcements/News\\_Reports.htm](http://www.ufv.ca/library/announcements/News_Reports.htm)

#### VI. ADJOURNMENT

Meeting adjourned 11:00am

Next meeting May 21, 2010 – Abbotsford Campus Room A 229 9:00 am