

## MINUTES LIBRARY ADVISORY COMMITTEE

Friday, September 29, 2022

Abbotsford – Room A225 / Zoom - 9:00 AM – 11:00 AM

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**Present:** Camille Callison, Grant Fritzke, Ruwan Karunanayaka, Victoria Surtees, Nikiel Lal, Brenda Philip, Keltie Ross, Janelle Sztuhar, Sandra Reid (Minutes)  
**Zoom:** Cindy Rammage  
**Regrets:** Alison Pritchard-Orr, Carmen Herman, Jeffrey Orr, David Milobar, Selena Karli

### 1. Call to Order & Acknowledgement of First Nations Territory

G. Fritzke agreed to sit as interim Chair. G. Fritzke opened the meeting at 9:23 AM.

### 2. Territorial Acknowledgement

G. Fritzke brought the Territorial Acknowledgment.

The University of the Fraser Valley is situated on the unceded traditional territory of the Stó:lō peoples. The Stó:lō have an intrinsic relationship with what they refer to as S'ólh Téméxw (Our Sacred Land), therefore we express our gratitude and respect for the honour of living and working in this territory.

### 3. Introduction of New Members

The Committee Members introduced themselves. C. Callison reviewed the Committee List for the 2022 – 2024 term. 4 positions remain: 2 from the Faculty of Social Sciences and 2 from the Faculty of Professional Studies.

C. Callison noted a second member from Faculty of Education, Community and Human Development (FECHD) may need to be added as it is a large faculty. C. Rammage informed the Committee Allison Kilgannon is appointed as the alternate for FECHD.

G. Fritzke requested place name markers be available for future meetings.

### 4. Minutes

#### 4.1 Minutes, March 25, 2022

As no members present were attendants of the March 25, 2022 meeting, G. Fritzke moved this item be tabled to the next meeting.

**MOTION:**

THAT Library Advisory Committee supports the tabling of the motion to accept the minutes of March 25, 2022 to the November 25, 2022 meeting.

CARRIED BY CONSENSUS.

**5. Roles and Responsibilities for Library Advisory Committee**

**5.1 Terms of Reference**

G. Fritzke inquired whether Senate had decided the Library Advisory Committee (LAC) should be a Sub-Committee not an Advisory Committee. C. Callison noted the LAC is not a committee of Senate, but the LAC gives advice to the Academic Planning and Priorities Committee (APPC) which is a committee of Senate. The AAPC then advises Senate on the policies relating to the library. There was an outdated Policy regarding the role of departments that was created when UFV was a college that has since been rescinded.

C. Callison reviewed the *Terms of Reference* with the Committee.

Members agreed by consensus to review the Terms of Reference and bring any changes forward at the next Meeting.

9:55 AM – R. Karunanayaka and N. Lal left the Meeting.

**6. University Librarian Update – Camille Callison**

Strategic Planning began in March, continued into April, and a 2-day Workshop in May. This Strategic Plan is cohesive with the overall UFV Strategic Plan and is located on the library website at <https://library.ufv.ca/about-the-library/strategic-plan/>.

The library has had numerous retirements over the past year and there are more on the horizon. C. Callison introduced Keltie Ross, Collections Librarian.

The Library has been moving toward a more streamlined and overarching Access Services model approach to ensure the delivery of library services to students / faculty, intercampus loans, and document delivery, is consistent at both campuses. This model is critical as UFV moves forward with the Mission Campus redevelopment including a new library branch and it will assist the demands associated with a new branch.

**7. Collections Librarian – Keltie Ross**

**7.1 Acquisitions Budget**

- Budget previously approved when K. Ross began in July.

- DDA acquisitions have been quite steady. G. Fritzke inquired if student access had been limited with Canopy. K. Ross will note and monitor that.
- Departments are encouraged to place orders to ensure product arrival before winter semester. Deadlines for orders is November 30 to early December for winter term.
- \$3000 has been allocated for EDI and librarians are seeking resources.
- System upgrade will be made to OpenAthens. Faculty is encouraged to update links for winter semester using the links generator or complete the online reading list form and the library will send the links. Submissions received by 4:00 PM Friday, November 25, 2022, will be guaranteed links for the winter term. Submissions received after this date will be completed in the order received.
- K. Ross' notes will be attached to the Minutes as *Addendum 'A'*.

## 7.2 Accessibility in Collections – Audio Books - *TABLED*

As Selena Karli was unable to attend the Meeting this item has been tabled to the November 25, 2022 Meeting.

## 8. Libraries Updated continued

### 8.1 Indigenous Art Unveiling Event – September 13, 2022

A draft information document regarding the Indigenous Art Unveiling will be attached to the email sent to members with the Minutes. Bookmarks that were given out at the Indigenous Art Unveiling event were also shared with the members present.

### 8.2 Organizational Changes / Liaison Roles

- C. Callison explained in more detail how the strategic plan led to changes in the library organization and liaison roles. The updated list of library liaison has been posted on the website.
- As part of EDIIDA (Equity Diversity Inclusivity Indigenization Decolonization and Accessibility) the library will tour the Gurdwara in December.
  - An EDIIDA Committee has been formed.
  - Funding has been received to change the subject headings in the libraries.
- Student Engagement Working Group - J. Sztuhar noted the group works with SUS (Student Union Society) and PRIDE to create more library awareness with students. The library hosted a table at both the New Student Orientation and the Kickback Event and again for Open Access on October 24 to 27, 2022.

- The change to Access Services as mentioned will also bring a change in title to Access Services Coordinator which will oversee all 3 libraries Abbotsford, Chilliwack and Mission.

## **9. Archival Program – Camille Callison**

UFV will be hiring an Archivist and Libraries has been working on developing the program. The archivist will be responsible for records of enduring value, Special Collections, the ongoing digitization program as well as liaison with other digital humanities databases such as South Asian studies, and Peace and Reconciliation. Currently M. MacDougall, Special Collections Librarian, has been working diligently on digitizing newspapers, cookbooks and other items in Special Collections and B. Philip, Librarian oversees HarvestIR integrating the digital collections.

## **10. Library (External) Review**

C. Callison noted that an External Library Review will be taking place in 2023 and explained the process as being similar to an academic program review where other University Librarians from similar size institutions will be invited to come and review our library services, look at our strategic plan, conduct interviews during an on-site, and prepare public recommendations.

The Members present requested a highlight report or FACT sheet be provided from the LAC Meeting with important information and dates for members to include with their Faculty Council reports.

## **11. Next Meeting and Adjournment**

### **11.1 Next Meeting**

The next LAC meeting is scheduled for November 25, 2022. S. Reid will confirm if the Meeting is to be a Breakfast Meeting at the Chilliwack Campus.

### **11.2 Adjournment**

G. Fritzke adjourned the Meeting at 11:20 AM.