

**Education City Library Directors  
Meeting  
25 February 2013  
Qatar Academy**

**Present:**

Ellen Sayed (WCMC-Q) - chair  
Claudia Lux (QNL)  
Adam Cath (TAMU-Q)  
Beverley Stubbs (QA)  
Steve Shepherd (QA)  
Natalie Belch (QF Community School)  
Elizabeth Thompson (TII)  
Carol Hansen (VCU-Q)  
Michell Hackwelder (NU-Q)  
S.C. Kumaresan (ABP)  
Teresa MacGregor (CMU-Q)  
Frieda Wiebe (GU-Q)

**Regrets:**

Tracy Havlin (Sidra)  
Mohammed Mubarak (QFIS)  
Simon Wigley (UCL-Q)

**Minutes:**

1. **Eric Sands** welcomed the group and provided a brief history of Qatar Academy as well as an overview of the organizational re-structuring of their library. He thanked Beverley Stubbs for the leadership she has provided over the past 10 years and introduced Steve Shepherd, who will head the Teaching & Learning services, which will operate in collaboration with the Technology services area.
2. **Minutes** of October 21<sup>st</sup> meeting were approved.
3. **Interlibrary Loan deliveries:**
  - QNL could start delivery/pick-up service as of mid-March
  - plan to start with 2x/week schedule
  - Claudia needs a schedule
  - both QMA and QU would like to be added to the roster
  - QNL now has the 'Directory of Libraries in Qatar' on their website (over 100 libraries listed!)
4. **Public Patron policies:**
  - VCU-Q policy spelled out on their new website
  - WCMC-Q – lend to 'partners' only

- NU-Q – fairly restrictive due to nature of the collection; lend to HbKU institutions through ILL
  - policies vary from ‘walk-in’ on premises use only to borrowing.
  - QNL plans to establish patron categories (adults over 18, children, QF entities, corporations/institutions(?))
  - HbKU is planning to develop a common ID card system for faculty, staff, and students.
  - QNL would like to see a joint database of patrons and collections
- ACTIONS:** Frieda to draft a possible uniform/common policy for public patrons;  
**Claudia/QNL** to provide ILL delivery services

**5. Cooperation Mechanisms:**

Suggested avenues of cooperation and collaboration include:

- IL instruction (invite students and librarians to general and subject specific sessions)
- Cataloging (especially Arabic) – need another session on Arabic cataloging
- Orientation for x-registered students
- Citation workshops (EndNote, RefWorks, etc.) – open to students from across Education City
- libraries to notify others of sessions that are open
- Claudia noted the IFLA program on “Building Strong Libraries”
- Carol noted that staff at VCU-Q are attending international webinars on topics such as copyright, etc.
- Michell has developed a spreadsheet of ‘skill sets’ required for various position levels, e.g. Cataloger 1 (see C&RL News article)

**ACTION:** Claudia will send template to start a list of ‘who is doing what’

**6. Censorship:**

- continues to be a problem for some libraries, however, we agreed that a joint list of ‘held’ titles would be difficult to maintain and not of great value.

**7. Course Packs / Textbooks:**

- NU-Q library has been asked to handle textbook purchases and distribution; plan to purchase a ‘point-of-sale’ system
- CMU-Q also handles textbooks
- Question as to whether TRIBE bookstore would purchase supporting materials??

**8. Conferences/Workshops:**

- NU-Q attending Abu Dhabi book fair
- ACRL – Teresa, Michell, Frieda attending

**9. Institutional Updates:**

**NU-Q**

- providing workshop on Copyright by Harvard professor of Law (April)
- ‘Overdrive’ implementation on 40 iPads (i.e. multiple copies)
- have ‘apps’ for main campus library

### **Qatar Academy**

- transition process to new functional service units
- 3 libraries looking at re-design and incorporation of technologies
- TIFs and Librarians toured various libraries in Education City
- hosted Arabic book fair

### **WCMC-Q**

- interviewing for Electronic Resources Librarian
- undergoing systematic review in conjunction with NY campus
- implementing 'LibAnswers' and 'LibChat'
- providing training on 'Evidence-based learning'
- Open House on Feb 12<sup>th</sup> was a success

### **TII**

- majority of 'start-up' collection items have arrived
- QF procurement process takes about 5 months
- provided workshop for admin staff
- hired new library assistant from QF
- web site has been developed and is up to date

### **QF Community School (Sidra)**

- new Arabic Librarian hired
- majority of students are Arabic speaking
- December book fair
- 'Tumble Books' electronic subscription
- Math & Science evenings in library

### **ABP**

- new Library Assistant (Qatar national)
- Nisreen has moved to the Director's office
- Reading program was very successful with display of tree and leaves of book titles

### **TAMU-Q**

- celebrated 10<sup>th</sup> anniversary with visitors including the Dean of Libraries at TAMU
- in the process of simplifying and streamlining processes

### **Qatar National Library**

- 5 year plan was approved
- now a 'center' in QF with some autonomy for procurement of books; other procurement will still be done by QF
- setting up admin team
- Finance Plan for one year
- plan to have 177 staff by opening day (90 openings for admin, librarian, and technician level positions)

- integration of Dar-Al-Kutub branch catalog into QNL database by end of financial year
- big book tender has been approved
- soft opening planned for April 2014; real opening 6 months later
- have 94 online databases (some for QF use only; some national licenses, e.g. music; allow VPN access)
- building – Children’s library now much bigger and near restaurant

#### **CMU-Q**

- Teresa has been appointed as Library Director (Yeah!)
- Librarian position to be filled very soon
- have installed 11 Bloomberg terminals in the library’s training room

#### **VCU-Q**

- Vicki Bleick leaving in June
- Art History BA to be offered

#### **GU-Q**

- UCL-Q integration; 2<sup>nd</sup> floor opened for use in January
- Library structure has been re-organized to create 3 Associate Director positions

10. **Next meeting** – Monday, April 22<sup>nd</sup>, at CMU-Q