MINUTES

Present: Carol Hansen (VCU-Q), Tracy Havlin (Sidra), Michell Hackwelder (NU-Q), Frederick Nesta (UCL-Qatar LIS program), Natalie Belch (QA-Sidra), Adam Cath (TAMU-Q), S.C. Kumaresan (ABP), Teresa MacGregor (CMU-Q), Rupert Williams (UCL-Qatar)

Regrets: Elizabeth Thompson (TII), Ellen Sayed (WCMC-Q), Claudia Lux (QNL), Steven Shepherd (QA), Mohammed Mubarak (QFIS)

1. Introductions – Dr. Fred Nesta, who heads the new LIS program at UCL-Qatar, was introduced to the group

2. Follow-up from April 22\textsuperscript{nd} meeting:
   a) inter-library loan deliveries (Claudia)
      - agreed that the current policy and procedure whereby the requesting library is responsible for pick-up and return of borrowed materials works quite well; no need at this point to request a delivery system from QNL

   b) public patron policies (Frieda)
      - The following libraries offer loans to members of the public:
        VCU-Q, NU-Q, TAMU-Q, GU-Q
      - TAMU-Q allows all QF card holders to borrow materials
      - VCU-Q and TAMU-Q have a reciprocal borrowing agreement
      - The draft policy distributed by Frieda is based on the current GU-Q policy; the libraries that allow members of the public to borrow materials may adopt this policy, but with their own terms and conditions

   c) cooperation mechanisms / QNL form (Claudia)
      - Frieda noted that the form developed by the QNL was in response to our discussion about cooperation mechanisms and training opportunities provided by ECLDC libraries
      \textbf{ACTION: ALL} (complete the form and send to Frieda); \textbf{Frieda} (collate information gathered)

   d) SAILS Middle East test group (Michell)
      - International beta testing is still available
      - \textbf{ACTION: ALL} (contact Michell if interested in participating); \textbf{Michell} (communicate with SAILS)
e) ECLDC chair/vice-chair (Frieda)
   - agreed that Chair should serve for 1 year; Vice-Chair also for 1 year and then moves into chair position for total of 2-year term
   - past chair to nominate vice-chair and seek their agreement to serve
   - Ellen has served as chair since November 2011
   - Frieda to step in as chair starting with this meeting

   **ACTION:** Frieda (notify Ellen of nomination process); Tracy (formulate coherent policy/procedure statement for future reference)

3. SLA/AGC conference (Mohammed)
   - conference is scheduled for March 25-27, sponsored by QU, to be held at the Ritz-Carlton
   - deadline for submission of proposals is September 30th
   - local advisory committee includes Mohammed Mubarak, Imad Bashar, Claudia Lux, Carol Hansen, Frieda Wiebe

4. ILN update (Carol/Teresa/Frieda)
   - Janet Martin is chairing the regional group
   - blog at ‘ILNofthe Gulf.blogspot.com’
   - workshop to be held at Georgetown in Qatar on November 26; still time to receive proposals for workshop presentations

5. RDA/Copyright training (Michell)
   - Michell inquired if there would be interest in holding a training session on RDA and/or Copyright
   - possibility of applying for QNRF conference/workshop grant funding

   **ACTION:** Michell, Rupert, Fred (prepare funding proposal and develop plan)

6. Library statistics (Frieda)
   - agreed to collect statistics on holdings, activities, hours, staffing on annual basis

   **ACTION:** Frieda (develop form)

7. Special Interest Groups (SIGs)
   - TS group conducted cataloging workshops in 2012
   - Post-Secondary library directors group includes QU, CAN-Q, UoC, CCQ, MIA, QNL
   - HbKU institutions now includes ABP, 6 American universities, UCL-Qatar, HEC, TII
   - discussion on what we need to develop the profession within the region and where we can collaborate

8. PRIMO users
   - Michell would like to experiment with linking PRIMO users (NU-Q, VCU-Q, TAMU-Q) through a common discovery platform

   **ACTION:** Michell (initiate plans and procedure)
9. Round-table updates (All)

TII (sent by Elizabeth Thompson)
- 16 students admitted to the 2013-15 Masters in Translation Studies program
- Fall focus on curriculum integrated library research skills workshops and consultations
- Language learning programs (Arabic, French, Spanish) to resume in October
- Most library furniture arrived and installed; shelving due in late October
- Recent book orders from UK have been delayed due to certificate of origin requirements
- Paraprofessional / Library Assistant position proposed to provide better cover; at present rely on teaching and admin staff
- More student staff to be hired to extend library opening hours

VCU-Q
- staffing: Art History Librarian (Amy Andres) and Image Resources Curator (Tiffany Schureman) recently hired
- Open House: Saturday, November 2nd, all welcome
- innovative media studio
- Michael Wirtz – working on Tasmeem Journal
- Tiffany & Annabel – working on Archives and Digital Collections

Sidra
- developing IL info skills videos for nursing; could possibly be showcased for ILN workshops
- building commissioning and handover is expected to happen in June 2014
- Patient Education Librarian position has been posted

NU-Q
- have developed a mini Information Commons area
- 15 IL sessions so far this semester
- providing workshops on specific databases
- training for student assistants
- providing literature reviews for research grant proposals
- changing opening hours to 7:00 a.m. – 7:00 p.m.

UCL-Qatar Library & Information Studies Program
- the program will start in October with 6-7 students registered (Qatari, Egyptian, American, etc.)
- 3 courses (Cataloging & Classification, Computers & IT, Library Management) offered this semester
- 3 courses (Collections, Information Retrieval, elective course) plus a practicum next semester
- following London-based program very closely

QA-Sidra Community School
- now offering Nursery through Grade 8
- 250 students, mainly Sidra employee families
- 2nd building still needs Civil Defense Certificate
- have hired an Arabic Services Librarian
- book orders were cancelled
- plan on November book fair
- plan to implement an IB program
- parents have complained about the content of books / censorship issues arising

**TAMU-Q**
- dealing with bibliometrics questions from researchers
- Staffing: Adam now officially Library Director (yeah!); Angela now officially Librarian (yeah!)
- Space: looking at alternative places within the building and working on improved space utilization

**ABP**
- Admissions: numbers down to 205 largely due to QU policy changes
- budget cut-backs in anticipation of the QNL being able to service needs
- collaborating with QNL
- reading promotion ‘tree growth’ is working very well again this year

**CMU-Q**
- new Librarian (Alesha) has begun
- teaching 7 sections of Carnegie Skills Workshop
- Hours: 8:00 a.m. – 8:00 p.m. Sunday – Thursday
- new Dean of Libraries at main campus, who will visit CMU-Q in late October

**UCL-Qatar**
- Diploma in Research & Methods (DARM) as well as Library & Information Studies (LIS) started this Fall
- Inauguration event on September 10th was attended by Sheikha Moza and Prince Andrew and went very well
- library space has been improved with signage and additional shelving
- collections have been re-classified to from in-house system to LC
- nearly completed hiring of a new Liaison Librarian position

**GU-Q**
- teaching 3 Research Skills sessions for all freshman students within ProSeminar program
- website has been re-vamped
- using LibGuides, LibAnalytics, and LibAnswers
- implemented SUMMON discovery platform along with main campus in DC and Washington regional consortium; still encountering issues and problems
- launched new III SIERRA platform
- group study rooms have been upgraded with better technology and furnishings

10. **Next Meeting – Monday, November 11th** *(did anyone offer to host?)*