

Education City Library Directors (ECLDC) Meeting

Minutes of Meeting

Subject	Business Meeting	Date	25 February 2021
Time	10:00am – Noon	Location	Virtual

Attendees: <ol style="list-style-type: none"> 1. Jamie Gray (WCM-Q), Chair 2. Teresa MacGregor (CMU-Q), Secretary 3. Keltie Ross (GU-Q) 4. Mark Paul (NU-Q) 5. Katia Medawar (QNL) 6. Nicole Brothers (TAMU-Q) 7. Amy Andres (VCUarts-Q) 8. Hassan Sheikh (Sidra) 	Regrets:
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Item	Description	Action	Target Date	Action Party
1	Minutes from Previous Meeting			
	Review and approval of minutes from 3 December 2020	Reviewed by members present and approved		All TMac to send document to TAMUQ for archiving
2	Old Business (Action items from last minutes)			
	None			
3	New Business (Call for agenda items)			
3.1	Human Library (CMU-Q and TAMU-Q) Nicole provided an overview of the event to be held on 24 March 2021 (with an orientation session for volunteers on 17 March). The team is still looking for volunteers (“books” and runners), so please share with your institutions.	Please share the call for volunteers email	ASAP	All
3.2	Qatar Withholding Tax Lots of discussion around how each institution is handling the new tax. Per GU-Q, the situation is very fluid. Deans have asked for an exemption from QF, but no status on that request It is illegal for vendors to bump up their price to cover the tax. Hassan shared a letter that Sidra is sending to vendors.	Keep sharing updates, especially if things change drastically	As they happen	All

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	<p>Per NU-Q's understanding, perpetual use/multiple users is exempt so this seems to cover physical and digital library books and textbooks. Databases, however, are not exempt. Reaction to the tax varies by vendor.</p> <p>Unclear if transfers of funds to main campus are included or exempt.</p> <p>CMU-Q successfully updated license agreements at renewal with no pushback or price increases from vendors.</p> <p>QNL and other institutions still waiting on word from their Finance teams.</p>			
4	Additional Business			
	<p>GU-Q Questions:</p> <ol style="list-style-type: none"> 1. How are cross-registered students handled? Most said that they are added to library systems automatically so students have full borrowing/access privileges. 2. Do QNL's open access agreements cover authors from our main campuses? No! 3. Thoughts on Everlib as a vendor. Seem reasonable to all, but there can be delays due to no local staff. 4. How to get rid of boxes of weeded books? You can't. CMU-Q gets rid of discards and older editions on an "orphan table" but it is a slow process. 	None	NA	Complete
5	Round-Table Updates (All)			
GUQ	<ul style="list-style-type: none"> • Same as Fall for number of students allowed in the building and continuation of hybrid teaching mode. • Uptick in library users: the usuals and first years. • Librarians delivered 20 teaching sessions and answered 200 reference questions in January and February. • Moving collections into old UCL-Q shelving. • 11 summer courses on the schedule with a push for in-person instruction. • Looking O.K./pre-approval for capital and operating budgets. • Search for new director may start soon; job description updated and under review by HR; hope to have someone in place by January 2022. 			

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WCMQ	<ul style="list-style-type: none"> Still mostly remote instruction. Library reading room closed; providing contactless circulation. Alma launched – kudos to the team. Library Wednesday courses continuing in collaboration with staff/faculty. 			
VCUQ	<ul style="list-style-type: none"> Open 5 days per week with one staff member in the morning and one in the afternoon. Same students book appointments regularly; may remove the appointment system after Spring Break. 80-120 people (students, faculty, and staff) in the building on any given day. Materials library has a new “tinker lab” (a.k.a. makerspace) with looms, spinning wheels, and digital microscopes. New faculty for the Innovative Media Studios joined and is in Qatar. All four budgets (library, materials library, innovative media studios, and writing center) all took hits. 			
QNL	<ul style="list-style-type: none"> After Ministry updated guidelines in February, returned to a similar posture to July (closed on Saturdays; only 200 users per time slot; more staff returned to remote work). The library is quiet again. However, users older than 60 who have been vaccinated may use the Library. VIP tours have recommenced. Have a lot of items to donate (book ends, book displays, iPad docking stations). Ask Katia for details. 			
TAMUQ	<ul style="list-style-type: none"> 2.5 staff members in the library each coming in twice per week. Physical library still closed; contactless delivery and online reference ramping up. Working through backlog of materials to process. Main campus weather issues caused delays in support locally. Switching to Folio library management system over summer; go live date = 1 September 2021. 			
NUQ	<ul style="list-style-type: none"> Spring instructional methodology = hybrid. Fall instructional methodology = in person (hopefully). Students can enter the building without a reservation, but they still need a booking to use the library. Budget approved, but under review by new Dean. New Dean creating a new research institute of advanced studies with a focus on the campus’s disciplines in the Global South. Two positions have been posted. 			
CMUQ	<ul style="list-style-type: none"> Spring instructional methodology = hybrid. Courses are supposed to have at least one in-person session/activity each week, concentrated on Wednesdays and Thursdays. Summer instructional methodology = in person (hopefully). Full library team (2 faculty/3 staff) coming in 5 days per week. Library open to users Sunday-Thursday 9am-1:30pm. Traffic is still low in the library, but the building is getting more active with 65-120 students and about 1/3 of faculty/staff coming in per day. Senior pictures happening in the library’s Poetry Garden 			

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Sidra	<ul style="list-style-type: none"> Library open for browsing and reading from 7am-4:30pm. RFID work progressing (but slower due to the pandemic). Staffing reduced from 5 to 3; fighting against any additional reductions in staff or budget. Requests for services are still high. Thankful for the resources of the QNL. New CEO joined in January; clinician and academician. 			
5	Next meeting date and location			
	Thursday 27 May 2021 10:00am-Noon Hosted by GU-Q (if in person is allowed)			