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**ALBERTA ASSOCIATION OF COLLEGE LIBRARIANS**

**NEWSLETTER**

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Editor -- Joyce Van Scheik

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**MINUTES  
of the  
ALBERTA ASSOCIATION  
OF COLLEGE LIBRARIANS  
Fall Meeting  
held at**

**NORTHERN ALBERTA INSTITUTE OF  
TECHNOLOGY  
Thursday, October 16, 1997**

1. CALL TO ORDER

The meeting was called to order at 1:45 pm with a welcome from the chair.

2. APPROVAL OF THE MINUTES

The minutes of the April 11, 1997 AACL meeting were approved as submitted.

3. APPROVAL OF AGENDA

The following items were added to the Agenda:

8.1 Workshop Committee - suggestions for spring workshop.

4. CHAIR'S REPORT  
(Goeff Owens)

4.1 The chair reported on the status of the business plan. Geoff feels AACL should stay as it is, which is a forum for discussion, and for co-operative ventures such as the

union list of serials. The executive will work on the business plan and have something created for the spring meeting. It was suggested to post the working copy on the list-serve.

5. SECRETARY-TREASURER'S  
REPORT  
(Kristine Black)

5.1 The annual AACL membership dues invoice was distributed.

5.2 AACL received a workshop grant cheque from CACUL for the amount of \$400.

5.3 The association's current financial state is good, with a balance of \$4,675.08 as of October 1, 1997.

6. REPORTS FROM COMMITTEE  
REPRESENTATIVES

6.1 Newsletter Co-ordinator  
(Joyce Van Scheik)

Submissions should be made by the first of November. Submissions can be faxed or e-mailed.

6.2 Union List of Serials  
Co-ordinator  
(Karen Powell)

Karen distributed two reports - AGLC/AACL Union List of Serials Report and Union List of Serials

### Individual Library Statistics.

It was discussed at a previous meeting to have AAAL pay for an additional person to help with the Union List; this will not be necessary.

Internet access to the Union List is now operational via the web at <http://www.assembly.ab.ca> or via telnet at <telnet://dynix.assembly.ab.ca>. Report any problems in accessing to Karen.

Four draft copies of the ULS Coding Manual are available to look at; Pat Waterton will distribute them.

Uploading of records into AMICUS will take place once cleanup has been done (fixing changes, deleting holdings from the libraries that have withdrawn).

Records for which there are no MARC records in either Bibliofile or AMICUS will be entered, but without subject headings.

#### 6.2.1 Union List of Serials Committee (Pat Waterton)

The committee needs new members. It will be meeting sometime in November in Edmonton.

Pat will take the recommendation outlined on the AGLC/AAAL Union List of Serials Report that the committee have representation from a NEOS library to the NEOS manager on behalf of AAAL.

#### 6.3 Director-At-Large (Keith Walker)

Keith sent his report to Geoff via e-mail.

Keith submitted two articles to "Letter of the LAA." The goal is to have at least one college item in every issue. Deadlines for submission are October 15, January 15,

March 15, May 15, and August 15. Please submit any news to Keith. A future article could report on the annual AAAL statistics with a compilation or 10-year comparison.

Keith volunteered to take over the responsibility of submitting the Alberta report to the CTCL Communiqué's "roundrobin" reports.

#### 6.4 Yearly Statistical Co-ordinator (Dave Weber for Tom Skinner)

The statistical survey forms for the year ending June 30, 1997, were distributed.

#### 6.5 Community and Technical College Libraries Chair's Report (Susan Brayford)

Susan's term is up in June. Any nominations for the new chair should be sent to Keith Walker. Nominees must be personal members of CLA.

At CTCL's AGM at CLA in June, Alice McNair (RDC) received the CTCL/Micromedia Award for Outstanding Service in Librarianship. The deadline for nominations for this year's CTCL/Micromedia Award of Merit is January 21, 1998. Susan encourages applications.

CLA Conference takes place in Victoria this year. The CTCL AGM and wine and cheese will be Thursday, June 18 from 5:00 - 7:00 pm.

#### 6.6 Copyright Update (Madeleine Lefebvre and Tom Skinner - absent)

Madeleine e-mailed Geoff and informed him that she has sent a survey to those libraries that attended ACCESS '97 conference.

There was discussion regarding copyright questions - who do you

call? CANCOPY has a website, as well as a 1-800 number and the general consensus was that they are very responsive to any inquiries.

## 7 BUSINESS/DISCUSSION ITEMS

### 7.1 Definition of Reference Statistics for AACL Survey

Joanne Kemp wanted some clarification on the issue of libraries collecting statistics in different ways. Even within the same library, statistics can be collected in different ways from one branch to another. Geoff read Keith Walker's e-mailed response. Keith thinks AACL should continue to use the reference standards approved by CLA. Discussion ensued. General consensus was that we should continue collecting statistics as we have been; for special cases, or special areas within a library (for example, GMCC's Learner Centres), statistic taking is up to that particular library.

### 7.2 Capital Assets

A subcommittee, consisting of Michelle Classen, Tom Skinner, and Pat Waterton were formed at a previous AACL meeting to look at the issue of library collections becoming capital assets and standards and consistency in reporting back to the auditor/comptroller of your particular institution. Michelle wanted to know if there was enough interest to continue with this subcommittee. The consensus was that there was enough interest. A survey will go out via the listserv regarding what other institutions are doing about capital assets and the subcommittee will report back at the spring meeting.

### 7.3 Consortium subscriptions to electronic journals

Fran Noone commented on an electronic journal package for libraries that was demo-ed at the ACCESS '97 conference. Discussion ensued as to whether this was something AACL as an association was interested in pursuing. Other questions: is this something The Alberta Library should do? What about other consortia like NEOS? It was thought that the whole idea of consortia would be a good workshop topic.

### 7.4 NAIT website demo

The NAIT website address is: <http://lrcworld.nait.ab.ca/outside/>. The site was demo-ed at the end of the meeting.

### 7.5 The Alberta Library

At the spring meeting earlier this year, a motion was passed for AACL to join as a voting member. This did not happen. Geoff felt that before AACL joined TAL as a member, more complete information was needed in terms of membership costs and the pros and cons of joining, and other issues such as who pays for AACL's representative to attend.

**Joanne Kemp/Marlice Schmidt move that AACL postpone the implementation of the decisions of joining The Alberta Library and having the chair be a director to The Alberta Library until more in-depth discussion occurs at the spring meeting. CARRIED.**

## 8 OTHER

### 8.1 Workshop Topics

Further to Fran Noone's agenda item about purchasing electronic journals through the association, the idea of having a workshop on consortia - pros and cons, status of current consortia - was discussed. The Workshop Committee will send

a message out to the listserv, asking what people want.

Discussion developed regarding the morning's workshop and the fact that Sandy Slade did not charge AAAC for his presentation. AAAC is paying for his transportation and expenses with the grant received from CACUL.

**Jim Carter/Joanne Kemp move that any money left over from the grant be given to Sandy as an honorarium. CARRIED.**

9. DATE AND LOCATION OF NEXT MEETING

Discussion took place as to whether or not the meeting should take place in Jasper during The Alberta Library conference. It was decided that the spring meeting should not take place in conjunction with The Alberta Library conference. However, the question of whether or not AAAC has a member on The Alberta Library conference committee was raised. Alice McNair volunteered to find out how the conference committee is constituted and whether AAAC could nominate/select someone to stand as our representative.

It was brought up that Prairie Bible College in Three Hills had offered to host an AAAC meeting and that the association had not taken Ron Jordahl up on his offer. Geoff volunteered to contact Ron and see if he was still willing to host the next meeting. Geoff will inform the membership via the listserv when and where the next meeting will take place.

LIST OF ATTENDEES

Name	Institution
Harriet Arnold	NAIT
Kristine Black	RDC
Susan Brayford	Keyano

Jim Carter	AVC-LLB
Sue Colp	NAIT
Michelle Classen	Lakeland
Brenda Duncan	GMCC
Bill Glaister	Keyano
Nancy Goebel	Augustana
Norene James	AVC-Edmonton
Rita Jandrey	Newman
Hazel Kellner	GPRC
Joanne Kemp	GMCC
Helga Kinnaird	NAIT
Debbie McGugan	GMCC
Alice McNair	RDC
Carol Morgan	AVC-Edmonton
Carol Nicks	CUC
Fran Noone	LCC
Geoff Owens	AVC-LSL
Liz Pegoraro	NAIT
Karen Powell	Legislature
Margaret Russell	Concordia
Christine Sammon	ACAD
Dave Saunders	Fairview
Marlice Schmidt	Lakeland
Sabine Sintenis	AVC-Edmonton
Bea Tobias	RDC
Joyce Van Scheik	CUC
Pat Waterton	NAIT
Dave Weber	SAIT
Aileen Wright	NABC/EBS

**MERRY - GO - ROUND**

AUGUSTANA UNIVERSITY COLLEGE

We would like to announce the arrival of the NEOS homepage!

NEOS is a consortium of 20 academic, government, and hospital libraries in Central Alberta who have collaborated to create and maintain a shared on-line catalogue and a shared patron file. The homepage provides information regarding each member library and the policies and documents concerning the consortium. Access to the on-line catalogue, called "The GATE: NEOS Libraries' Catalogue" is provided via the homepage and is available through both:

- telnet sessions (telnet://gate.library.alberta.ca - username: gate), and
- world wide web access (http://gate.library.ualberta.ca).

NEOS is anticipating exciting results from this new electronic venture, allowing the consortium to communicate both with its own members, as well as with people around the globe.

Please visit our homepage at <http://www.augustana.ab.ca/neos>. For your information, here is a list of the NEOS member libraries:

AB Agriculture and Public Works Library  
Alberta Research Council Library System  
AB Economic Development Library  
Alberta Education Library  
AB Energy/AB Geological Survey Library  
Alberta Environmental Protection Library  
Alberta Health Library Services Branch  
Concordia Univ. College of AB Library  
Augustana University College Library  
Justice Canada Law Library  
Cross Cancer Institute Library  
Canadian University College Library  
Glenrose Rehab. Hospital Library Services  
Grey Nuns Comm. Health Centre Health Sciences Library  
The King's University College Library  
Misericordia Comm. Health Centre Weinlos Library  
North American Baptist College/Edmonton Baptist Seminary Library  
Royal Alexandra Hospitals  
Red Deer College Library  
University of Alberta Library System.

*Nancy Goebel, Head Librarian*

#### CANADIAN UNIVERSITY COLLEGE

Document delivery arrangements in September completed our migration into the NEOS Library Consortium. We had a very busy summer learning and practicing new procedures for circulation, acquisitions and cataloguing. Then with school starting, interlibrary loan requests skyrocketed. Interestingly, our first month's statistics show that we loaned slightly more than we borrowed.

Our participation in NEOS has resulted in a positive response from both students and faculty. Those who have been introduced to the system are enthusiastic about The GATE (NEOS Libraries' Catalogue) and the

convenience of document delivery. Now our challenge is to educate the rest about the additional library services through NEOS.

*Joyce Van Scheik, Head Librarian*

#### FAIRVIEW COLLEGE

Our Learner Services Centre has experienced growth and change in the past six months. Manager, Dave Saunders, has been helping students with study strategies and learning support in various subject areas. Students are pleased that this new service is available to them. It has also helped introduce students to the library and the other services we offer.

Our area has expanded once again. We now house the Publications and Production Department of Fairview College. Bob Ackroyd, graphic artist, and Gerry Hippard, desktop publisher, joined us this summer. Together with Monica Macdonald, our AV production person, they will serve the needs of the entire college community.

Other staff changes have also taken place. Peggy MacKenzie, our reference person, has taken a position as secretary/library clerk for one of our local schools. She is being ably replaced by Amber Zary who joined us in September to look after our reference and AV equipment needs. Fred Reimer, who looks after AV equipment and magazines and serials, joined us in a part-time position in September.

Our computer stations have expanded. We're offering student access to two new internet stations, 1 CD-ROM station, and eight workstations. Our internet access is very busy and it is likely this will be our primary area of expansion in the future. At this time we haven't limited e-mail access from our internet stations but as students' needs for internet reference searches increase we may have to look at some other arrangement.

We continue to submit proposals for upgrading our automated library system. This item is a priority both in our area and with the college's Technology and

Information Committee, but until a comprehensive plan of action is solidified, we will have to be content to nurse our present system along. With the many changes we've experienced in the past six months, perhaps not having to struggle with mounting a new system is somewhat of a relief. However, we will certainly be ready for this challenge in the new year.

*Anita Luck, Library Supervisor*

#### GRANT MACEWAN COMMUNITY COLLEGE

In August, Debbie McGugan assumed the position of Head of Reference at our City Centre Campus. Debbie has over sixteen years of library experience and she has held positions at Yellowhead Regional Library, University of Saskatchewan, Saskatoon Public Library, and University of Lethbridge.

The Horizon catalogue was upgraded this summer and a number of features were added such as self-renewal, the ability to place holds, and the ability to view your own circulation records, which allow users to be much more self-sufficient. In addition, web-based forms for interlibrary loan and distance education requests are now available on our web site.

We have expanded access to our collections by subscribing to Blackwell's Table of Contents service. Authors and titles of book chapters are now searchable by keyword in our OPAC.

In August the LRC implemented a charge of \$.10 for printing from all LRC workstations. Printing is now directed to centralized laser printers where students can retrieve their prints, using their copicards for payment. Printing from the Horizon catalogue is still free. Implementation of this policy has gone very smoothly.

In September, the Centre for New Media opened in the LRC at the Jasper Place campus. The facility is a joint venture with the Performing & Visual Arts Division and features state-of-the-art computer software and hardware. The centre charges an

hourly fee of \$4.80 for GMCC students and staff, and a fee of \$350.00 per trimester, plus the hourly fee, for members of the public.

*Debbie McGugan, Head Reference Librarian*

#### KEYANO COLLEGE

Fort McMurray is not covered in snow and by this time in November this is an event to celebrate. However, despite the lack of snow, it still feels like November in terms of the number of students and the volume of work.

We just had our fund-raising black-tie affair called The Gala. We had Jan Arden sing at the event. We serve fabulous food and have a silent auction. Before the concert, the library put on a CD-ROM demo for the donors to show how essential their donations are to the library collection. Our library had received \$50,000 from Alberta Power and Northwestern Utilities over a five-year time frame. We had twice as many donors this year so our library hopes this will translate into increased foundation donations.

Our major goal this semester is to have the library OPAC linked to the college website. Along with this link, web-based instructors want their class discussion groups linked to the website. So far there have been problems. However, one of our instructors, Dr. Carolyn Redl, obtained \$350,000 through ACCESS Television to deliver a three-credit, senior university-level course, "Canadian Literature by Women" delivered via internet, video-conferencing and Netscape software. A 13-part film series called "A Woman I Know" produced by ACCESS Television will accompany the course. She will demo the course as part of the Advanced Education and Career Development Ministers' Forum on November 25 and 26 in Edmonton.

Another exciting development for our library and media services area was the approval of hiring an instructional support technician who will report to me and assist instructors in computer software and hardware problems as they relate to the use of technology. Our newly-hired technician will work closely with our audio-visual

technician on such services as videoconferencing, audio-graphics, web-based delivery and multi-media productions. We have also hired an instructional designer to assist instructors in curriculum changes so their lecture and print-based classes embrace multi-media.

We just received \$200,000 from Suncor to develop a technology-based centre where instruction for both contract-training and core instruction will occur with high-end computer workstations and multi-media equipment. We anticipate all the construction of new oil-sands projects will have a large positive impact on training opportunities for Keyano College. Our enrolment, despite a healthy employment picture, rose 5% over last year's enrolment.

We have purchased more internet and CD-ROM workstations, however, we have not had them installed in our library computer lab yet. Every day there is another workstation which has been tampered with in a unique and frustrating way, so it is down and unavailable to students. We are going to remove all software and reinstall all of it again because of so many problems. We are loading Windows NT this semester and hope we can secure more files to eliminate any tampering by student hackers.

Fort McMurray continues to have problems with lack of rental housing and skyrocketing house prices. This is hampering us in our hiring of new faculty and staff. A newly-built bungalow with a two-car garage is now going for \$200,000. Our college single-residence and family housing is full and will probably remain so. There appears to be no relief in site and no building of rental accommodation yet. This is not good news for Keyano if we want to attract the best candidates for positions at the college.

Bill and I look forward to seeing everyone in the spring. We hope enrolment continues to improve at all the colleges and library funding remains secure at each of your sites.

*Susan Brayford, Director*

## *Library and Media Services*

### LETHBRIDGE COMMUNITY COLLEGE

Here at LCC a lot of our activity is determined by the new business plan which is really resonant with themes we hear throughout the province. For example, we are gearing up to be a year-round institution. The library is responding to that initiative by supporting programs at the forefront of that trend. This summer we started making the transition to electronic criminal justice resources by purchasing Canadian Case Digests and Canadian Statute Citations on CD. We received a free copy of QP Source by sponsoring a workshop at our facility. We have a separate area set up containing two PCs, a printer, and mirrored software to facilitate students in this program in using the new technology. To make room for this new area, we dispersed a good portion of our film collection.

Another theme in the business plan is being learner-centred and client-focused. Along those lines we started opening at 7:30 am, Monday through Friday. (Previously we were opening at 7:45.) In addition, we converted to MARC format over the summer, prior to taking the version 11 upgrade to multiLIS which will allow us to be Year 2000 compliant. We're also pushing to have our OPAC internet accessible. Our ultimate goal is to have a web-based library catalogue, but that will require networked PCs and we are just now getting approval for four staff PCs. One other initiative we have tried this year is calling all patrons the first day an item is overdue. This is resulting in more items being returned more quickly, and fewer and smaller overdue fines.

Something we understand that might be unique for us is the dissolution of divisions and the formation of centres of specialization (e.g. Human Services, Industrial Training, Contract Services, Leisure Services, Interdisciplinary Studies, etc.) This will affect the library in terms of requiring the budget to be divided up in a new way, requiring some multiLIS reports to be rewritten to reflect a new organization structure, and will require much more of a

team model and empowerment of the individual in an entrepreneurial spirit.

Although the introduction of learning technologies is well underway, we are tinkering significantly with how e-mail orientation is offered. From what I learned at the spring AAAL meeting, tying all accessing of e-mail or internet to a user ID would dramatically cut visits to pornographic sites. The computer services department subsequently followed through on that advice and only five stations this year are free access. Making that transition with half the student population who did not have that restriction last year seemed to go remarkably smoothly. First-year students were given a variety of learning styles to pick from for their orientation. Having the highlights and the training schedule on the college's webpages seemed to go over well. We also have a print service this year and zip drives.

The library discussed with the student association the idea of offering a copy centre service to students in the library but in the end the service is being housed in the Student Association office. One good aspect is that the library will be receiving two new state-of-the-art copiers which will benefit students, faculty, and staff.

*Kathy Lea, Manager  
Library Services*

#### MEDICINE HAT COLLEGE

As I write this report, on November 6, it is plus 20 degrees and we are hoping that winter stays away for much longer! If El Nino really does make Alberta into a banana zone, we won't complain.

In late October, Connie Hall, Information and Instruction Librarian, left us to move to Edmonton where she is now a librarian with the Alberta Department of Education library. She was at MHC long enough to get us through the busiest period for orientation and internet training sessions. Joanne Mokry is returning early from her maternity leave in order to work Fridays and thus help us out with reference and collection development duties. The other staff members have been very flexible in

taking on additional shifts to help with the shortage of librarians.

Enrolment has increased this fall at the college and is back over the 2000 level after three years of decreases, reductions which resulted in the college receiving less funding than expected. The increase is mostly in new certificate and diploma programs. College Prep has dropped drastically in response to government and social changes. University transfer enrolment remains pretty static. Of concern is the drop in enrolment at the Brooks campus where the FTE has dropped to under 100 after a high of over 300. The town of Brooks is booming and the unemployment rate is almost nil so it is difficult to attract students in those economic conditions.

Activity in the library has increased as well; statistics for the fall semester show that attendance and circulation are at their highest levels ever. The numbers of internet stations available in the library were doubled over the summer and are in constant use. Despite the popularity of the research skills classes taught by the librarians, chat lines seem to be the most popular use of the stations! It is also interesting to note that while use of the internet skyrockets, we are seeing significant increases in the use of print materials and a jump in the numbers of audio visual set-ups.

The library's Marketing Committee, chaired by Sheila Drummond, is working on a number of promotional plans this year. One of those includes working with the public library to develop a common membership card for the city and district. The library will also be involved in the second annual "Technology Day" in December, when the new equipment available for the Deaf-blind Intervenor students will be showcased. This includes a large screen computer; the 21-inch monitor is pretty impressive!

The librarians, as part of the mid-management group, received good news in October when the Board of Governors reinstated the 5% cut in salaries which we

took three years ago. The AUPE members are still in negotiations for their contract.

Wishing you a warm winter!

*Keith Walker, Chief Librarian*

#### MOUNT ROYAL COLLEGE

MRC is facing continued growth, to the point that we can't even meet parking requirements at the college. The library is experiencing that growth too, in increased usage, as well as a 20% increase in demand for library instruction. We are still fine-tuning the reorganization we put in place last year. We have joined COPPUL (Council of Prairies and Pacific University Libraries) as an affiliate member. We have gone ahead with a transactional type of licence to Proquest Direct, because unfortunately the AAAL group purchase couldn't get off the ground.

We are in the midst of a major collection weeding project, in preparation for an external review next year, which itself is a preparation for a space-planning exercise.

As usual, we have staff changes. Carol Sinanan returned from leave to assume responsibility for Access Services, and Pat Taylor has gone on a year's leave.

*Madeleine Lefebvre*  
*Director of Library Services*

#### NORTH AMERICAN BAPTIST COLLEGE/EDMONTON BAPTIST SEMINARY

Conversion of all Dewey monographs to LC was completed last winter - about 4,000 of the older Dewey items were moved to the BARD to become regional resource materials.

The library received a STEP grant to continue data entry of our records into the MARION database. Target for completion of this project is spring, 1998. We have recently implemented both the Serials and Acquisitions modules of DRA to complete our integration into this system.

The library is now able to be on-line with the basic Wilson Indexes/Abstracts, thanks to a NEOS consortium agreement negotiated by the U of A. Obtaining articles will be facilitated through the daily delivery service, which connects the participating academic libraries during the academic year.

The college (NABC) recently received a ten-year renewal of its affiliation agreement with the U of A, which required an evaluation by a U of A affiliation team of all programs and the library's resources. Kathleen DeLong represented the U of A libraries on the team.

The seminary (EBS) recently received full accreditation, without notation, with the Association of Theological Schools. The ATS accrediting team, which visited the campus this spring, included Liz Leahy, Associate University librarian, Azusa Pacific University, who prepared a very positive report on the library.

The college's recently-retired professor of Old Testament has been named as NABC/EBS Archivist. The librarian will serve as a resource to Professor Peter Ristau, and on a soon-to-be-struck policy committee. The archives, which have been accumulating without organization for several years, will continue to be housed on the lower level of the library, together with the library's special collections.

*Aileen Wright, Head Librarian*

#### RED DEER COLLEGE

This summer, after training in the various DRA modules (cataloguing, acquisitions, and circulation) we became a fully-participating member of the NEOS Library Consortium. Staff are members of the Cataloguing Standards Team, Client Awareness Team, Acquisitions Implementation Team, and Circulation Team. The learning curve was steep - for staff and students - but well worth the effort.

Due to the retirement of two long-time employees, we were able to hire part-time staff. Sandy Richard joined us as a part-

time cataloguer and Bonnie Marchuk joined the circulation staff. Paul Boulton has returned after a 12-month deferred salary leave.

Office renovations were completed just in time for classes to start (isn't that always the way!). Although the new area has been nicknamed the "fishbowl" by college staff, we enjoy our shared workspace and the communication it facilitates.

We continue participating in the CALC - Central Alberta Library Card - One Card plus project. The pilot project winds down at the end of November to allow for an evaluation process. Overall, the project was very beneficial to the Central Alberta community and we hope that it continues.

Cuts to the acquisitions budget has led to decreased book purchasing and some serious periodical cancellations. However, all is not doom and gloom. On Halloween we celebrated, along with the rest of the college, the official launch of NEOS. It was a hoot (and a howl)!

*Kristine Black*  
*Technical Services/Library Instruction Librarian*