



Minutes

Library Staff Consultative Committee

MEETING NO.	2/2023
DATE / TIME	11 th April 2023 2 pm
VENUE	Graneek Room and Zoom
ATTENDING	Roxanne Missingham - Chair Michelle Chudzinski Emma Gerts (for Candida) Tina Anderson Margaret Prescott - Secretariat
APOLOGIES	Ivo Lovric – Union Representative Fiona Nelson Campbell Kumudini Watawala Sarah Sky Candida Spence Jerome O’Connor Carly Finley Rebeccah (Bee) Shumway Peter Shaw Thomas (Tom) Foley Rebecca Barber Belinda Carriage
HSR	Jo Boyanton
OBSERVERS	Christian West Rob Carruthers

Part 1. Attendance and Apologies

1.1 Membership

Chair welcomed committee and noted apologies.

Welcome to the LSCC meeting and formal acknowledgement of country.

1.2 Minutes from the previous meeting

No amendments request of the Minutes 14th February 2023

Resolution	That the minutes of the meeting of 14 th February 2023 be approved. Agreed
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1.3 Action Items from previous meeting

Action ID	Description	Responsibility	Status	Notes

Part 2. Reports and policy matters

2.1 Report from the Chair (Roxanne)

- Semester one going well with students taking full advantage of our services.
- Changes to the University
 - VC announced his retirement – the Chancellor will lead the recruitment including using a recruitment agency
 - Prof Sally Wheeler is away for the next couple of weeks
 - Roxanne is the university critical incident officer for next couple of weeks
 - HDR Students – we will be delivering some focused sessions with ANU Researcher Development on Read & Publish and Copyright
 - Maryanne Dever PVCED will attend an SIS meeting to discuss the new teaching and learning model.
 - What would you like to know about the work done by colleagues in other areas within our division? Please discuss within your areas and make suggestions for future meetings. As part of these discussions, also consider what format you think would work for various areas. For example, would you like to see the Underhill Archives, or learn how the Treventis scanner works. Should we have a format of talks and presentations, tours or an open day? – Jo suggested a ‘speed dating’ format. Time frame – after exams but not May, possibly during the semester break.
- Wan hosted an academics afternoon tea which was very successful. The event enabled a relaxed format where academics and staff, ACDC were introduced to CAP academics, could discuss ideas and expectations for the collaboration between Library services and Academics and HDR students. For instance, Professor Robert Cribb is very impressed with Leganto.
- Buildings – Chifley roof **didn't** leak for first time in 4 years. Level 4 should be open next week.
 - After Chifley's roof repairs are complete the team will move to Law and then on to Menzies.
- Reminder for statistics
- Roxanne has given reports on SIS Annual Report to AB (Academic Board) and on Privacy to URC (University Research Committee)

▪ 2.2 Library and Work Health & Safety report (Christian)

- Building for Art and Design will be having works later this year. We also need to rethink the A&M layout
- Quarterly reports for WHS have been completed and will be available shortly
- Level 4 open with in the week
- All building inspections up to date
- EPC training done and meetings underway – will provide more information as the committee work progresses.
- New WHS page is imminent
- WHS inspections with end soon
- Thank you to Sheren for the information at the All Staff meeting
- Christian will touch base with everyone over the next year to look at student spaces and listen to your ideas. Seeking to find unspent money to spend on Library spaces.

Action ID	Information on charging electric bikes to be obtained from WHS and provided to staff. Suggest ANUSA be recommended to provide information to students on the matter.
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2.3 Reports from work areas present

JB Chifley Library and Art & Music

WK Hancock Library

RG Menzies Library

- This month has seen the completion of the new public lift, so there are now two functioning lifts in Menzies.
- Today at Menzies – Bee is completing a business case for new label printers
- Due to a fault with the phone, the public lift is currently out of service – the issue is being investigated
- Katy reviewing the CAD work flow

Laws

- Is likely to have its roof repaired this calendar year, hopefully mid-year, after work on the Chancelry building is completed. Like Chifley library, scaffolding will be going up and a retrieval system for the main collection will be put in place.

SIS Facilities

- Hail remediation going well
- Both lifts were working before the technician came today. Phone in the public lift is faulty. Rob investigating
- Biology place works are still ongoing with some noise and inconvenience.
- T&T is still ongoing
- Rob has done some repairs to the globes – Chris Eade happy
- E-Bikes – **cannot** be charged inside the building – Christian has contacted WHS regarding the charging of bikes – Awaiting formal decision on E-charging.

Archives and Records

Digital Scholarship

- Digitisation
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- CartoGIS
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- Open Research
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ANU Press

SIS Communications

- New team member Sarah Biggerstaff to discuss your Communications needs across SIS. If you think your team has a need to discuss requirements with comms give Sarah a call.
- Websites are going to be updated to Druple 9. Our sites are about to go into testing. Eventually the sites will look slightly different.

ACDC

- Staffing news
 - Nithiwadee Chittravas (Wan) is acting Manager, Academic Competencies and Digital Capabilities since 14 March 2023 for six weeks and shortly Christian West will be appointing a permanent manager,
 - Working on PD for 2 x AI game dev positions
 - Team looking forward to ZY having an increased return-to-work schedule.
- AI Game
 - ACDC were able to secure SSAF funding for two contract positions for students with programming and game development experience, with the intention of developing an Academic Integrity game or app to help promote AI awareness at ANU. The hope is to produce a reusable, engaging and scalable tool that will inject some fun and levity into an otherwise dry topic. We have written the PDs and we are investigating a few different possible routes for advertising and filling these positions.
- Student consult venues
 - Learning Advisers now offering in-person consults from satellite locations in Hancock and Law Libraries on Wednesdays and Fridays. Students have responded well to this addition. Workstation settings in Hancock are still being finessed, and signage to direct students would be a welcome addition.
 - The Writing Coaches are enjoying operating from a dedicated space in the old Chifley Reserve Room. Students are finding this service easy to locate and access thanks to the signage.
 - Peer Writers continues to be a popular service at Chifley, operating on extended hours in 2023 from 12:00 – 3:00 pm, Mondays through Fridays, including during non-teaching weeks. This is in response to increasing student demand. Month of March = 126 visits over 22 days.
- BUSN7008 Academic Integrity Program
 - Academic Skills completed its participation in the course BUSN7008 for Semester 1. This entailed delivering multiple intensive workshops on academic integrity and referencing to 500+ new CBE postgraduate students, directing students to complete the Epigeum

Academic Integrity modules and quizzes, and coordinating the grading of 500+ assessments through which students receive formative feedback on referencing and paraphrasing

- Emma has been delivering the revamped Introduction to EndNote and EndNote Advanced webinars with good results. Both sessions routinely have between 10 and 20 attendees. Wan and Emma will be investigating opportunities to improve confidence in triaging EndNote questions across the library, including developing some FAQs. We're looking forward to the introduction of EndNote 21 later this year.

ARDC

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Other business

- New Menzies lift has an issued - F&S have provided advice to Rob Carruthers on its rectification

Union Rep:

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HSR:

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Part 3. Next meeting and action items

The next meeting is scheduled for Tuesday 13th June 2023 - 2pm.



4.1 New and ongoing action items

Action ID	Description	Responsibility	Status	Notes

4.2 Completed action items

Item minutes

Action ID	Description	Responsibility	Status	Notes