

**Committee Annual Report to Library Council  
Dalhousie University Libraries**

**Period Covered:** July 1, 2018 to June 30, 2019.

**Committee:** Libraries Internship/Practicum Coordinating Committee (LIPCC)

**Chair:** Sarah Jane Dooley (Sexton) July – December; Lindsay McNiff (Killam) & Melissa Helwig (Kellogg)

**Membership:** Creighton Barrett (Archives), Melissa Helwig (Kellogg), Julie Marcoux (Killam, April 2019-), Elaine MacInnis (AUL Library Services), Erin MacPherson (MacRae), Shelley McKibbon (Kellogg), Michael Moosberger (Archives), Hannah Steeves (Law) Sarah Stevenson (Killam, April 2019-)

### **Summary for 2018-2019**

- **Summer Shine Series**

Summer Shine 2018 was combined again with the Libraries Welcome Reception for the School of Information Management (SIM). The event took place on Sept. 3, 2018, 11:30-2:00pm. The presentations were held in the LINC and then moved to the grad pad for the mingling and eating.

Planning for the Summer Shine 2019 began in April, and the event planning will continue throughout the summer months.

- **Libraries Blog Featuring Interns**

Our interns were highlighted on the Libraries' blog in a series of blog posts during the summer of 2018. This blog series will continue in summer 2019.

- **Dalhousie Libraries Internships (May 2018 to April 2019)**

- Archives
  - Rebecca Shaw
  - Emily Hines
- Kellogg Health Sciences Library
  - Kristy Hancock
  - Brian Jenkins
- Killam Library
  - Katie Blythe
  - Laura Little

- Sexton Library
  - Samantha Adema
  - Courtney Vienneau

- **Dalhousie Libraries 100-hr Practicums (Spring 2019)**

The following 100-hr. practicums were placed within the Dalhousie Libraries in Spring 2019:

- Kellogg Health Sciences Library Project – Conor Falvey (supervised by Jackie Phinney & Melissa Helwig)
- Kellogg Health Sciences Library & MHLA Project – Dan Phillips (supervised by Robin Parker & Alex Goudreau, UNB)
- Archives Project – Liz McElroy (supervised by Creighton Barrett)
- Library Project – Becky Morrell (supervised by Julie Marcoux)
- Indigenous Services Project – Kelsi Godin (supervised by Morning Star Padilla)
- Academic Technology Services Project – Yifan Liu (supervised by Brian Lesser)

- **Intern Enrichment**

The Committee organized the Intern Enrichment program and library tours again for Summer 2019. The program begins in May and continues through the summer months. Sessions include:

- Coffee with Senior Leadership Team
- Library Council meeting
- Camtasia training
- LibGuides training
- Library tours
- Library assessment workshop
- IT services session
- Academic library career planning seminar

- **Intern Enrichment on Brightspace**

The Intern Enrichment program is now on Brightspace. The Intern Enrichment Program Brightspace includes a calendar of events, and relevant documentation and links for each enrichment session. Brightspace supports a more streamlined process for submitting Summer Shine-related presentation files and will improve communications with the interns.

- **LIPCC Documentation**

- *Best Practices for Intern Supervisors* document revised
- *LIPCC Guide for Committee Chair(s)* revised

- **Coordinating Intern Job Postings**

For positions with similar start dates (i.e. summer internships), the LIPCC Chair will coordinate multiple postings to be approved and sent out at the same time in early February.

- **Intern Pay Rate**

As of May 1, 2019, the intern pay rate increased to \$15.00 per hour.