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**Instructional Services unit report for October LC minutes**

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**From** Katelyn Browne <krbrowne@upei.ca>

**Date** Thu 11/27/2025 7:57 AM

**To** Melissa Belvadi <mbelvadi@upei.ca>

A brief report this month to focus on announcements/updates for the minutes rather than detailed strategic plan updates (until we have our discussion about what reports are for):

- In the interest of workload balance, Katelyn and Keri have agreed that Instructional Services will handle the coordination of the Library Learning Series workshops for graduate students. All librarians are welcome to suggest topics relevant to their expertise for future workshops, and relevant librarians may also be asked to lead workshops in their work areas.
- Princess has wrapped up the fall library tour schedule. We offered 5 class tours and 13 registration-based tours for a total of 99 participants. Thanks to Stacey, Cindy, Brooke, Shawne, and others for volunteering as tour guides.
- Princess has been working on updating the video about loanable equipment.
- First-year instruction is well underway; we have scheduled all but one section.
- Thanks to all those who did work related to the visiting high school IB groups!
- (In my Music liaison role) We have discovered that the needles on both Ion TTUSB turntables are broken; replacement needles have been ordered and they should be back in action soon. If patrons are interested in using the turntables, please get their contact information and I will let them know when they are ready for use. The Sound Burger is also available for checkout (but won't digitize).