Minutes

Senate Committee on Libraries

Friday, 16 April 2010
Office of the Trenholme Director of Libraries

Present:   Prof. Anthony Masi, Ms. Diane Koen, Prof. Reghan Hill, Prof. Timothy Moore, Ms. Joyce Whiting, Prof. Jacqueline Bede, Prof. Nathalie Cooke, Ms. Cynthia Leive

Regrets:   Prof. Andrea Bernasconi, Prof. Carman Miller, Ms. Marissa Nolan, Ms. Lyes Hamdi, Ms. Amber Lannon, Mr. David Marshall, Mr. Nick Wolf, Mr. Alexander DeGuise, Prof. Richard Gold, Prof. Andrew Large

Guests:    None

Announcements

The Chair advised that Diane Koen would not be available to present the Senate Committee on Libraries Annual Report 2008-2009 to Senate on 28 April 2010 and asked Prof. Timothy Moore to present the report in her place. Prof. Moore agreed.

The Chair reminded members that the last scheduled meeting is 21 May and advised that the new membership once approved by Senate and the next set of meeting dates recommencing in September would be distributed over the summer.

Approval of the Agenda

The agenda was approved as distributed.

Approval of the minutes of the meeting of 23 February 2010

The minutes of 23 February 2010 were approved with one correction.

Business Arising from the Minutes

No business arising from the minutes.
Report by Interim Director of Libraries (tabled)

The Interim Director distributed a revised copy of her report to the members which reports on the achievements of the five major areas of focus within the Library’s Strategic Plan.

1. Client Relationship Management
   - MyResearch, which is the McGill Library graduate student information literacy program, delivered first complete information fluency program targeted at graduate students in 2009-10. The program was delivered to 534 graduate students of which 413 participated in one or more modules. The program will be reviewed and modified over the summer to ensure larger take-up in 2010-11. The MacDonald Campus Advisory Committee has discussed having MyResearch as a credited course.

   Handout: MyResearch at McGill Library, Graduate Seminars
   Action: Statistical Report to be presented by Louise Houle at the next meeting
   Responsible: Ms. Diane Koen to coordinate with Louise Houle

   - The 2010 LibQUAL+ Lite survey is scheduled to close on 30 April 2010. Total solicitation was 8500. Response rate of 1404 in 2010 is 23% higher than the 1085 responses in 2008. This is above the expected rate which was estimated to be between 15-20%. The Senior Advisory Leadership Team (SALT) and management will be reviewing the results in order to develop strategies for improvements which will be reported at the September 2010 SCL meeting.

   Main differences from last year include incentive to complete the survey by offering a draw for 5 library gift certificates and advising that the lite version would take less than 10 minutes to complete. The survey was distributed to every faculty member, not just a sampling.

   - Statistics on eScholarship@McGill presented and discussed with emphasis on the fact that approximately 400,000 McGill articles/thesis were retrieved through search engines such as Google.

   It was recommended that the members advise their faculty members t contact their Liaison Librarian to provide their CV and/or their permission for the Library to post their work. The Library will handle obtaining and posting the works once the approval has been received. In order to ensure the information remains current it was suggested to include a reminder in the annual report or at the faculty and/or department orientation sessions.

   - Expanded course reserves – the Library is researching why the number of links higher in Fall 2009 coursed than Winter 2010. It is potentially that they are not linking to the catalog. It was offered that a workshop to faculty members could be arranged if desired. The McGill Bookstore reports that 15 coursepacks have been created for the Spring 2010 term which will be linked by the Library staff.

   Action: Additional information to be provided to Ms. Jacqueline Bede
   Responsible: Ms. Diane Koen
2. Collection Management

- All McGill theses are now submitted electronically. Electronic invoicing of vendor YBP will be introduced in May which will save staff from manually inputting $2,000,000 of invoices line by line.

- McGill Library Borrowers Advisory Committee recommended changes for procedures for automating the reports for lost and missing materials to shorten the time it takes to replace or withdraw them from the catalogue.

- It was noted that the number of E-books purchased dropped from 656,158 in 2007-08 to 149,972 in 2008-09. The Interim Director of Libraries advised that this was due to additional budget that was available in 2007-08 and was allocated to E-Book purchases.

- Partnerships updates
  
  i. Interlibrary loans – agreed upon at a CREPUQ meeting to ship via Canada Post instead of via a courier which provides an estimated cost savings of $18,000. McGill’s mailroom will handle the processing.

  ii. School of Information Studies Practicum Program – The Library participated and supervised five MLIS students in four projects.

3. Facilities/Resources/Infrastructure Management

- The Library and Desautels Faculty of Management are collaborating on the complete renovation of the 2nd floor of the Bronfman Building which will require the closure of the entire floor for 2 terms. This is necessary due to the aggressive timeline for the renovations. The affected areas will be temporarily relocated.

- The 36 seat PHD Room on the 2nd floor of the Redpath Library Building was completed and the seating allocation has been finalized based on input from the Faculty of Arts and Graduate and Postdoctoral Studies. One hundred students applied for the opportunity to be allocated one of the 36 seats. The duration of the allocation is currently one year but will be reviewed to potentially be on a per term basis.

4. Staff Development and Management

- A range of programs underway including a 6 part Induction Program for new staff, Leadership Program for Team Leaders and Branch Heads. A Summer Friday Professional Development Program is also under development.
CARL & ARL Comparison

Statistical information covering 2005-2006 and 2007-2008 was distributed and discussed. The following items were noted:

- It was noted that there was an error on the Université of Montréal total library expenditures for 2007-2008.
- Overall McGill ranked very well specifically in Current Serial Totals, Electronic Expenditures and Monographs Purchased
- Print Subscriptions are down but Electronic Subscriptions has increased

Action: Distribute the modified report with the typo corrected  
Responsible: Mrs. Karen Kennedy

Action: Distribute link to ARL Annual Edition online, requesting indicators for ratios  
Responsible: Mrs. Karen Kennedy

Action: Present Ratios based on 3-4 indicators that members request at next meeting  
Responsible: Ms. Diane Koen

Other Business/Topics for Discussion

There was no other business.

Meeting adjourned.