Minutes

Senate Committee on Libraries

Monday, 30 November 2009
Office of the Trenholme Director of Libraries

Present: Prof. Anthony Masi, Ms. Janine Schmidt, Prof. Jacqueline Bede, Prof. Nathalie Cooke, Prof. Richard Gold, Prof. Andrew Large, Ms. Cynthia Leive, Ms. Amber Lannon, Ms. Joyce Whiting, Mr. David Marshall, Mr. Nick Wolf, Mr. Alexander DeGuise

Regrets: Prof. Andrea Bernasconi, Prof. Reghan Hill, Prof. Timothy Moore, Prof. Carman Miller, Ms. Marissa Nolan, Ms. Lyes Hamdi

Guests: Louise O’Neill, Associate Director, Library Technology Services

Announcements

Due to the fact that the Chair would be arriving late for the meeting, the Director asked that Prof. Nathalie Cooke act as Chair. The committee members were in agreement.

Approval of the Agenda

The agenda was approved as distributed.

Approval of the minutes of the meeting of 29 October 2009

The minutes of 29 October 2009 were approved as distributed.

Business Arising from the Minutes

It was requested that statistics for the Library be provided at the next meeting.

Action: Provide statistical information, including CARL and ARL statistics where appropriate
Responsible: Director of Libraries
Strategic Plan 2009-2010

The Director provided a brief overview of the report presented in the 29 October, 2009 meeting and opened the floor to questions/comments from the members. The Provost arrived and was handed over Chairing responsibilities.

**Question 1:** How are the priorities set?

**Response:** The Strategic Plan had been discussed in many different forums, including previous meetings of the senate Committee on Libraries, the Advisory Committees for the various branch libraries, internally within the Library, and the Advisory Provost Group. The priorities had been developed primarily internally within the Library, using the results of the Libqual survey, which had highlighted concerns about such areas as the search interfaces and the physical facilities provided, as well as an analysis of university documents which targeted for example improvement of services to graduate students.

**Question 2:** Provide more detail on the RUIS Project.

**Response:** The Director indicated that McGill is developing plans and implementation strategies for cost-effective support. This is a very important project with the involvement of the Université de Montreal, Université de Sherbrooke and Université Laval. A business plan has been prepared and sent to the various agencies. It is currently awaiting approval and funding.

**Question 3:** Provide more information on the BETA Catalogue.

**Response:** The Director advised that the BETA Catalogue will be live in January 2010. The beta catalogue is the Worldcat Local product made available by OCLC, an international library consortium. It will provide access to many journal articles as well as books held by McGill. Access is also provided to worldwide library holdings. The Aleph search interface will remain available as the Classic Catalogue. There are advantages to each.

**Comment 1:** New website not as user friendly.

**Response:** The Director agreed that to some extent the web search interface is no longer as intuitive as it was previously and undertook to seek improvements. Alex DeGuise volunteered to be involved in a group making the further examination.

**Action:** Schedule meeting with students to solicit feedback on search interfaces

**Responsible:** Director of Libraries
Report by Trenholme Director of Libraries (tabled)

The Director distributed her report to the members which reported on the achievements of the five major areas of focus within the Library’s Strategic Plan.

1. Client Relationship Management
   - The Director briefly discussed the results from the LibQUAL+ survey pointing out that McGill received an “A” rating in the Globe and Mail student satisfaction survey.

   The Director mentioned that another session for liaison librarians on conducting effective information literacy programmes for students had taken place since the last Senate Committee on Libraries meeting. This meant over 30 librarians (half the complement) had attended the programme.

2. Collection Management
   - Number of e-journals continues to grow with over 57,000 titles and almost 2 million e-books
   - 17,000 McGill theses on e-scholarship@McGill
   - Another 10,000 items from cataloguing backlog completed
     - Analysis of loans was being conducted to ensure collection development and selection policies and strategies match client needs and best practice.

   Action: Add de-selection policy to next agenda for review
   Responsible: Karen Kennedy, Secretary

3. Facilities/Resources/Infrastructure Management
   - The Director announced that the opening of the Life Sciences Library refurbishments would occur that week.

   - It was asked why the MNI was not included in the deployment of library technology equipment, products and services. The Director indicated that none of the hospital libraries had been included in the original deployment of the Library system for reasons which were now unclear. Over the past sixteen months, an examination of further assistance to the hospital libraries who are members of the MUHC had identified various uses of the Aleph system in the hospital libraries and the implementation of this strategy was in progress. Each hospital had to be set up as a new “library branch” which is time-consuming.

4. Staff Development and Management
   - No items discussed.
5. Partnerships

- Director elaborated on the collaboration efforts to ensure effective information service delivery particularly through CREPUQ's where there had been recent amendments to interlibrary loan arrangements.

The Director discussed the budget document distributed noting that the amount and the percentage expended on collections remained steady and that the percentage of staff salaries was 42%, previously 38%. The $1 million in funding provided by McGill on a five year basis had been divided between the three budget categories: Collections, Salaries and Maintenance Equipment and Facilities (MEF). There was a $500,000 decrease in endowment funding which had impacted on the library budget. The amount spent on casual staff had been decreased in order to maintain the full-time staff positions. The Chair indicated that the allocations have increased by $8M in the term of the current Director and congratulated her on that fact.

Handouts:
- Asked/Answered/Adapted: Using LibQUAL+ as a Catalyst for Change
- Centre for Business Intelligence: Concept Brief prepared for Thomson Reuters
- McGill University Libraries Budget 2009-2010

Update on Digitization Activities

Presented by guest speaker Louise O’Neill, Associate Director, Library Technology Services.

- Digitization was defined as making electronic copies of items held in the McGill Library collection and has become important to support research and to facilitate access. McGill was making its digital content available on its own website and also through other portals. McGill had approximately 6000 images available via the Canadiana Discovery Portal (Alouette which integrated with Canadiana.org in 2008). McGill Library was also working on creating digital exhibitions which would extend access to everyone, not just those who were able to attend the exhibitions in person.
- The Library had been an early innovator in digitization, with over 50 legacy projects since 1996. These required integration and metadata tagging.
- McGill had begun offering Digitization on Demand (DOD). A copy of Newton’s Optics &C was circulated to members so they could see the scanned and printed version showing the author’s handwritten annotations. This service also allowed for preservation of rare and fragile materials.
- McGill had also begun offering Print on Demand (POD). Sample books were circulated to members to view along with a thesis which had been printed using the Espresso Book Machine (EBM).
- 150 titles had been fully digitized to date. Most have been done using the Kirtas APT2400 high-speed robotic book scanner which was able to scan up to 2400 pages per hour.
- In 2009 McGill signed a non-exclusive agreement with Kirtas to offer purchase of our digitized reproductions via their website with 37,921 books listed.
- DOD and POD were being quietly marketed by the Library, with a flat rate of $10 per electronic format and $29.00 per print format.
- McGill was looking towards other printing activities in relation to E-journals, E-books, E-theses and dissertations.
Other Business/Topics for Discussion

A member raised concern over the shelving issue. The Director commented on the recent article in the McGill Daily. Reference had been made to a reduction in April. This referred to the previous year’s budget and there had been no shelving reduction. Shelving was now being undertaken by full time staff across the Library and funds were being deployed on student employment for shelving and project work, as well as student navigator activities. The Director recognized that there was a problem with delays in shelving in the Humanities and Social Sciences Library. It was being addressed but inevitably due to the economic situation, work priorities must be assigned. The fact that it is the time of year when the majority of loaned items were returned had greatly affected the situation.

The Director also mentioned the positive article in the McGill Daily on page 7 which reflected on the improvements in library spaces.

The Chair announced that this would be the current Director’s last meeting as she was leaving the University by end of January. He thanked her for her service and dedication to the McGill Libraries. The Chair highlighted some of her significant contributions including the improvement of collections available and the fact that she had raised McGill Libraries ranking to be one of the highest ranked libraries in Canada.

A formal motion was presented thanking Janine Schmidt Trenholme Director of Libraries, for her dedication and service. It was adopted unanimously by all members of the Senate Committee on Libraries.

Meeting adjourned.