Senate Committee on Libraries

Minutes

Tuesday, October 1, 2013
10:00-11:30 am
McLennan Conference Room, M1.07

Present:
Kenneth Boris (Arts)
Adam Bouchard (PGSS rep)
Martin Chénier (Mac Campus)
C. Colleen Cook (Trenholme Dean of Libraries)
Gwynth Epstein (Undergrad rep from Music)
Elizabeth Gibson (HSSL Library)
Kira Gossack-Keenan (SSMU rep)
Ram Jakhu (Law)
Gillian Lane-Mercier (Arts)
Christopher Lyons (Osler Library)
Ghyslaine McClure (Chair)
Erin Minnett (Secretary)
Anais Salamon (Islamic Studies Library)

Regrets:
Guillermina Almazan (Pharmacology & Therapeutics)
Andrée Bernasconi (Life Sciences Library)
David Ronis (Chemistry)
Nigel Roulet (Schulich Library)
Jaaved Singh (Mac Campus Student rep)

1. Approval of Agenda
   - Addition to Agenda: Humanities & Social Sciences Library Committee re-instated
   - Addition to Agenda: Priority topics for SCL 2013-2014
   - Approved by Christopher Lyons and Anaïs Salamon
   - Addition to Agenda (after approval): PGSS proposal for ‘lockable spaces’ for Graduate Students

2. Introduction from Chair, Associate Provost Ghyslaine McClure

3. Minutes of the meeting of 22 April, 2013
   - Approved by Gillian Lane-Mercier and Colleen Cook
4. Dean of Libraries Report, presented by C. Colleen Cook, Trenholme Dean of Libraries

Budget Cuts
- Most of the cut is being met by uptake of the Staff Retirement Incentive Program.
- Collection budget is intact, but this means same amount of work for fewer people to acquire and catalog materials (although workflow has not been greatly affected).
- Two library mergers happened over the summer: Life Sciences Library was merged into the Schulich Library of Science & Engineering and the Education Library into the Humanities & Social Sciences Library. Both spaces still house certain Faculty-specific and/or reserve materials, which are accessible for limited hours. The rest of the sites are now being used as student study space, and now fall within the jurisdiction of their respective Faculties.
- Extended hours (24/5) will resume as of October 1 in three libraries, HSSL, Schulich and Law.
- Dean Cook has asked for extra budget to cover increases related to serial inflation and currency fluctuations.
- It was noted that while twenty to thirty more retirements were expected in the next few years (on top of the 40 that are currently in process), new hires will bring new knowledge and a perspective on technology that will be relevant in the near future.
- Student (SSMU/PGSS) contributions were acknowledged as an aid to keeping libraries running; without them, the libraries would be in much worse shape.

Reorganization of Administration
- Sr. Admin team is in place for next 2 years at least (addition of Daniel Boyer as Associate Dean, Sara Holder as Head Librarian at the Schulich Library and a new hire, Jenn Riley as Associate Dean-Digital Initiatives, due to start 1 November)

Facilities and Renovation Projects
- As yet, there are no serious plans in place from the University to address the huge problem of space in all libraries.
- Terrace project is expected to wrap up sometime in 2014.
- HVAC systems will be replaced on the 3rd and 4th floors of the Life Sciences Library space, including Osler. Plans are being made to remove the Osler collection during the renovation work, probably beginning of April, 2014.
- Robert Couvrette, VP University Services will be conducting a feasibility study over the next twelve months to assess possibilities for a solution to the space issue; the results will be disseminated to the SCL when they are compiled.
- Rationale for the figure of $4.80/yr to store a book on open shelving: this figure takes into account overhead building costs such as square footage, climate control etc. Whereas a book in compact storage only costs $1.80/yr. This figure includes the cost of retrieval.

5. Community Feedback on Libraries
- It was noted that some departments have never had any extra space to dedicate to students, and that while this is a University-wide problem, members of the Committee should speak to their Deans about the importance of Library spaces for both students and researchers.
• The off-site storage facilities for Robarts Library at U of Toronto were brought up as an example of a solution for book storage. Could McGill do something similar with those books that have not circulated in the past twenty years? (Roughly 40% of the stacks).

*Question from Jaaved Singh, President of MCSS:*
Shorter hours at Macdonald Campus library: not enough for students; will these be the opening hours during exams, or will they be extended?
  • Unfortunately, the hours agreed upon with University Security have been reduced, and all hours at all libraries are at the maximum they can be at with the budget cuts and staff shortage.

6. Other Business/Discussion

a. Redpath Basement – risk of flooding?
  • Library staff and administration are acutely aware of problem areas in the basements of Redpath and McLennan.
  • During times of increased flooding risk, all precautions are taken to protect materials housed in basements (i.e. removing books from lower shelving, installation of plastic barriers).

b. Site Map for Redpath Basement – request for larger map at elevators
  • **Elizabeth Gibson will look into arranging this and report at meeting on 21 November**

c. Faculty of Arts- re-instatement of Humanities and Social Sciences Library Advisory Committee
  • Chaired by Gillian Lane-Mercier; Kenneth Boris also sits on this committee.
  • Goal of this committee is to improve flow of communication between the Faculty of Arts and Libraries’ administration.

d. PGSS Proposal for Lockable Spaces for Grad Students
  • Funds from the PGSS Library Improvement Fund will be used to arrange for lockable spaces for graduate students.
  • Adam Bouchard will work with Dean Cook to identify potential spaces; the use of old lockers is an option, old study carrels could also be used, but their locks would have to be upgraded. *(Colleen Cook has asked Elizabeth Gibson to investigate this option)*
  • PGSS would like to work with Faculties to possibly cover part of the cost.

e. Priority topics for SCL 2013-2014
  • Working toward a long-term solution to the issues of **Collection storage/retrival** and **Student study spaces**.
  • Any other topics or items for the committee may be communicated to the secretary, Erin Minnett.

Conclusion of meeting at 11:30am.