1. Introduction from Chair, Associate Provost Ghyslaine McClure

2. Approval of Agenda
   • Unanimous approval

3. Minutes of 23 January 2014
   • Unanimous approval

- Analysis of University regulations by Associate Provosts Lydia White and Ghyslaine McClure to check for language and/or restrictions that may create bias against open-access journals in tenure committees:
  - No explicit mention in the policies was found; this is just a question of practice and ‘culture’ at the Unit and Faculty levels, in the Promotion and Tenure Committees
  - One possibility to reduce this bias is to lobby publishers to increase the amount of journals that are open-access (this is already starting to take place, but is still an expensive venture at this point—it is paid for through research funds)
  - Graduate students are becoming more aware of signing a Creative Commons Licence before publishing a paper
    - A model/template of wording for a CCL could be created to encourage more people to do this and raise awareness

- Update on ‘Open-access Information Tour’:
  - Jenn Riley and Amy Buckland reported to the Secretary that this idea was brought forth to the HSSL Advisory Committee in February, and plans have yet to be crystallised
  - The Dean announced that this idea will be advocated at next year’s series of Deans’ Working Group meetings

- Update on plan to advocate open access to Deans’ Working Group:
  - See point above

- Vote on 2 key ‘Strategic Tasks’ to focus on in each category from the Annual Report of 2013-2014:
  - This chart was explained by the Dean as less of a concrete list of goals or tasks, and more of a list of on-going ‘Strategic Intentions’. It rarely changes from year to year, as the Libraries are constantly striving towards these achievements

5. Dean of Libraries Report, presented by C. Colleen Cook, Trenholme Dean of Libraries

- Storage Concerns:
  - Many journals/serials now housed in the library and in the Currie Gymnasium are considered ‘safe’ information (i.e. there are many multiple copies in the world)
  - Discussions are now taking place to eliminate duplicate copies of these print materials, especially back-runs of journals
  - The monograph collection, however, is fairly unusual and rare, probably unique in Canada, so there is an obligation to preserve these copies
  - HathiTrust and the Google digitization project have been digitizing in-print books, which help to determine what to keep and what to get rid of
  - It was suggested that other Quebec and Montreal universities could join McGill in creating a joint, off-site storage facility that would house many of the less-circulated books in these institutions.
    - The idea would be to create more user-friendly, current library spaces for students and faculty, while still having access to books
• The Libraries need to gather data from each Faculty/discipline about turnaround time for students’ and faculty members’ needs: how long are people willing to wait for a book to be retrieved? This would have a big impact on the type of storage facility that would work best.
  o These ideas need to be communicated to Senate: 1) the need for open-access at McGill; 2) the need for proper and convenient storage facilities; 3) the need to keep and properly preserve certain print material; 4) the need to create library space that fulfills the current needs of all users. The over-arching theme in all these ideas emphasizes convenience for the user.
• The Feasibility Study is going to tender in the next few weeks and will hopefully be finished up in the early fall.

5. Community Discussion

• Principal Suzanne Fortier should be asked her perspective on open-access, with regards to funding agencies, given her former role as President of NSERC
  o The SCL will invite her to the first meeting of academic year 2014-2015, and if she is able to attend, perhaps she can speak to this.
• All McGill students and staff received the email regarding the temporary closure of the Osler Library from April 2014-October 2014 due to construction. This was because there are many users outside the faculty of Medicine that will be affected, and in order to reach as many users as possible, this email was broadly circulated.
• It was noted that the new entrance from the Redpath building to the Redpath basement area (Tim Horton’s) have no apparent security controls. The response was that this is a fire exit and will be equipped with alarms as soon as possible, but there are currently no plans to install any security gates.
• A partial inventory has been done with the moving of some materials from the Schulich and Osler Libraries up to the Currie Gymnasium.

6. Other Business/Discussion

• The Associate Provost and the Dean of Libraries will be handling the e-archiving/electronic dossier on behalf of the Provost. The goal is to work toward an archiving system for electronic documents that is in compliance with federal, provincial, granting agency and institutional policies
• There is also a need for a Research Data Repository, which is required by certain grant funding agencies (e.g. if you present a dataset in your research, it needs to be stored and available for viewing). This is an urgent issue because McGill is already in non-compliance with some agencies.

7. Meeting Adjourned at 3:35 pm. The next meeting will be at the beginning of the next academic year, in September or October 2014.