1. Introduction from Chair, Associate Provost (Budget & Resources) Ghyslaine McClure

2. Approval of Agenda
   - Unanimous approval

3. Minutes of 16 October 2014

4. Business arising from meeting of 16 October 2014
   - Update on Library Feasibility Project
     o Optimizing use of Redpath Hall
       ▪ Organ will be accommodated
- Renovation and bringing space into the larger University context
- Building is entirely hooked to library and to 1800s buildings – must figure out how it will fit
- In the middle of feasibility process - 3 options will be presented to the Provost, incoming Provost, Principal, and Vice Principal (University Services) will make a decision about what happens
- Relations with Music on this issue are good
- Redpath Hall to be developed as a special, iconic space for McGill; architects are onboard with this vision

5. Dean of Libraries Report, presented by C. Colleen Cook, Trenholme Dean of Libraries
   - Update on Libraries budget - despite difficult times (especially issue of currency conversion between CAN$ and US$) Libraries is able to maintain buying power of collections budget
     - Currently in process of hiring librarians; freeze on support staff hiring; will know more in January
   - Space and Construction projects:
     - Opening Redpath doors – would cost $211,000/annum to open doors; no budget for this
     - Construction on curtain wall is progressing – materials delivery issue slowed progress – expect project to finish soon
     - Renovating bathrooms in McLennan – budget from students and Libraries
       - Issue of bathrooms a recurring topic in discussions with library staff and student groups
       - Students want universal/accessible facilities
       - Renovations will see men’s, women’s, and gender neutral bathrooms, equipped with baby changing stations
   - Suggestion that a special service level agreement (between University Services and Libraries) be put in place for more frequent cleaning of bathrooms
   - Feasibility Study
     - Still in investigation mode
     - Know we have no space for books; must add more compact shelving
     - McGill one of the only few major university research library systems without storage and renovated student space
     - Standard for user space in libraries is seating for 20-25% of total enrolment; plan to have 15%; currently have 6%
     - Some feeling is that students don’t need spaces; this is not true – performed a study of every person who came into all McGill libraries on one day; found that 87% of traffic was undergraduate students who planned to work/study alone or in groups
     - This finding is in keeping with other international studies – students coming from residence or from home arrive on campus for the day and the library is an accessible space
     - Students from all disciplines using all libraries
     - Faculty members rarely in the libraries – use digital sources, work from their own offices. Similar for graduate students who have desk space in their home department.
o Space solutions: high density storage, possibly robotic
  ▪ Will be necessary to engage different groups for this process - moving books into storage can be controversial for many users - 40% of book collection has not circulated in past 20 years. Must communicate and involve stakeholders.

o Focus groups
  ▪ Not totally complete – need to engage people from Service Point, OSD, TLS
  ▪ Another Town Hall to be held at the end of the process
  ▪ Must consult ALL stakeholders

6. Community Feedback on Libraries
   - Redpath entrance doors – students want to know if they will re-open; communication not clear
     o Are doors closed permanently?
       ▪ Need sufficient funding to re-open and this is not likely
       ▪ Future of doors needs to be communicated clearly
       ▪ Planned communication to be circulated this weekend, posted on Libraries website
       ▪ Must be explicitly stated (on the doors) that they will not re-open

ACTION ITEM: Redpath doors issue resolved by 26 February meeting (clear signage posted)

   - Funding the new Libraries
     o Is there a strategy in place for funding a new library?
       ▪ Philanthropy will play a big role
       ▪ Need to find a major donor
       ▪ Fundraising is fundamental – devoting lots of time into identifying and cultivating relationships
       ▪ Success in approaching individuals for rare/special collection pieces

7. Other Business/Discussion
   a. SSMU Library Improvement Fund
      ▪ Students pay per credit into this fund which is distributed towards projects, extra opening hours, student jobs
      ▪ Remainder of fund opened up at the end of January 2015
      ▪ Students will solicit proposals to spend funds for 2015
   b. Survey of usage of Library resources
      ▪ Proposal from Provost’s Office to have a comprehensive survey run by Planning and Institutional Analysis (PIA) to capture the opinion of the McGill academic community, including people who don’t often use the Library
      ▪ Could contribute to/destroy “myths” about use of library space
      ▪ Faculty have tended to say “no” to other Library surveys, also people from the community declined to participate; survey must be short (require a couple of minutes maximum)
c. Annual Report to Senate
   - Lydia White will deliver the Annual Report of the Senate Committee on Libraries to Senate today at 5:00pm

d. Other
   - Suggestion that Dean Colleen Cook meet with Deputy Provost (Student Life and Learning) Ollivier Dyens to discuss student space on campus
   - Whiteboards placed on McLennan floors for feedback a big success; feedback collected mostly about Redpath doors, cafeteria space in the Library, bathrooms
   - Dean Colleen Cook encouraged the committee members to visit other university libraries when possible to visualize possibilities for McGill

8. Meeting Adjourned at 10:05 am. The next meeting is scheduled on 26 February 2015.