

## Minutes for the meeting held on:

Friday, February 9, 2018 | 9:30 – 11:00am | Room M1.07, McLennan Library Building

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### **Attendance:**

Ghyslaine McClure, Chair

Colleen Cook, Trenholme Dean of Libraries

Bastien Castagner

Sue Laver

Gillian Lane-Mercier

Malcolm McClintock

Véronique Bélanger

David Curtis

Sarah Allan

### **Guest :**

Nathalie Cooke

### **Regrets:**

Andrea Bernasconi

Robert Funnell

Valérie Gravel

Peter Sabor

Jamiey Kelly

Valeryia Ivanova

Marie Lemieux

Tara Mawhinney

Sufeng Zhou

Dawn McKinnon

## **1. Tour de Table**

## **2. Approval of Agenda**

Agenda was unanimously approved.

## **3. Approval of Minutes of meeting held on 14 of December, 2017**

A correction was requested to change the word Agenda to Minutes in the heading. Minutes were approved thereafter.

## **4. Deans Update**

- a) Dean Cook reported that there is real traction on the storage facility project, it is the first phase of the Fiat Lux Project. There are lots of best practices out there and McGill can learn from everything that everybody else has done. The facility will be located on the Macdonald Campus. The project is currently at the pre-planning stage in relation to site selection, zoning, geotechnical studies, etc.
- b) In preparation for Phase I Fiat Lux, Libraries will sort out what material will be relocated and what the service delivery model will be. A circulation analysis of the collections has indicated that about 40% of the collections have not circulated in the past 35 to 40 years. Those are just books and not bound serials, many of the bound serials have not been used in decades as most of them are now available electronically. Extensive comparisons have been done, on our collections vs collections in other North American universities, (other libraries in Canada, in the Association of Research Libraries, and also in the much smaller more exclusive group of the AAU – American), Libraries of the AAU members (that includes McGill and the University of Toronto) have the largest collections and even in comparison to that group McGill stands out for the uniqueness of its collections.
- c) A major users survey is being run right now (yearly); there are 3 main findings that come out from many of the comments. The survey is split each year, this year it is the STEM faculty and the alternate year it is the social sciences and liberal arts faculty. Based on the comments:-

- i. Deep appreciation of the online holdings, from the faculty.
  - ii. The most acute problem is the lack of user space, especially during extended hours, and the closer it gets to finals. When the materials are moved out to the Macdonald facility, vacated spaces can be converted to user spaces.
  - iii. A big need for group study spaces and the fact that it is really hard to environmentally control the heating and cooling in these buildings properly. There are many complaints about it being too cold. The HVAC Systems are being switched out all over campus and hopefully this situation will be rectified.
- d) Bastien Castagner raised the question about the funding for the storage facility, seeing there is no fundraising yet coming in from the Fiat Lux Project, he asked if the money was coming from the University's normal operating budget. In which Dean Cook responded that it was coming from the capital budget over several years, and that it is not an expensive building, it is a warehouse.
  - e) Ghyslaine McClure asked if there was a particular conversation with the Office of Planning, as someone had suggested at a previous meeting that a competition be held with the architecture students, in which Dean Cook responded that this is really something for the rest of the project, these are purpose built buildings, basically rectangular solids.
  - f) Ghyslaine McClure stated that the very positive take-away for the committee right now is the fact that there is some motion on that project. This is the first step towards this huge transformation of the McGill Libraries. There will be a proper official announcement made in due time.
  - g) Ghyslaine McClure asked if there was any business arising from the last time regarding the Macdonald Campus staff and students, about the project. In which Dean Cook said there was a meeting with Dean Anja Geitmann, and the Executive Director of Office of Campus Planning and Development, (Cameron Charlebois) and the VP-Administration and Finance, (Yves Beauchamp). Nothing more community oriented yet.
  - h) Sue Laver stated that this is a good opportunity for McGill to show leadership in terms of this being a very functional building, but it could also be tapped into things like sustainability and integration within environments, in aesthetically interesting ways.

## 5. Community Feedback on Libraries

- a) Malcolm McClintock, SSMU representative, brought up the point about the Architecture Students Association, the undergraduate group who, does a case-study competition every year, where they are presented with a project to work on, he posted the idea and received a good response. Malcolm stated that they would be interested in putting this forward as a prompt for the project as a competition for the students, possibly the winner can be considered for the actual results with restrictions in place.
- b) Dean Cook agreed that they need to involve the students and Ghyslaine McClure also added that this is quite exciting for the students as a case study, it may not be their own design but to work with the parameters of a real problem with the constraints is fantastic. Ghyslaine supports the students involvement but also expressed to Dean Cook that it will mean there will have to be one person on the committee answering questions from the students (as the client), because when you design you have to interact with the client, this would keep one person busy for a short time.
- c) Gillian Lane-Mercier asked if the Architects had started working on the design, in which Dean Cook responded that they have not as yet, there is no timeline set as they are in the pre-planning phase. Gillian further commented that she had her meeting with Jeffrey Archer, Associate Dean of User Services and stated that a communication plan is being put together with the Faculty of Arts, so they are moving ahead.
- d) Sarah Allan, Student Rep PGSS, mentioned that as a student from the department of information studies, those students are concerned about the books being taken away, as they are not in the pipeline for information. Sara was informed that there is a representative on the advisory committee, and mentioned that she is not sure if that information is being filtered down. Gillian stated that she and Jeffrey will put into place a communication action plan along with focus groups.

They are aware of which disciplines are more book oriented than others and they already have a sense of which groups they really need to speak with, they will be putting together a process to unfold it in a proper way that keeps the communication lines going. Ghyslaine suggested that the initiative be on the part of the Faculty of Arts, especially when plans become more firm.

- e) Malcolm McClintock spoke about a forum being planned on March 13 a few days before Dean Cook is presenting to the Legislative Council for SSMU. The purpose of this Town Hall is to have a conversation with students about the Fiat Lux Project in general and to get their understanding of what they want to see, he believes there is some short sightedness of being a 4 year student, their thinking is that Fiat Lux is not going to happen before those 4 years. Therefore, they want to hear what the student expectations are and get their engagement.
- f) David Curtis asked if there were any discussions yet about staffing the storage facility, Dean Cook responded that it is something they have to think about and that it will depend on the service delivery model (robotic or Harvard Bay-compact shelving retrieval). David asked if there would be any new positions for the new facility, Dean Cook answered that there will be relocations involved and more will be decided in due time. Bastien asked what the cost comparison is between the Robot vs Harvard Bay, the difference is approximately \$23M vs \$15M.
- g) Malcolm McClintock spoke about the community feedback library improvement fund, managed by SSMU. They are currently in the process of allocating funds from projects submitted last semester and they are still accepting proposals (online at [ssmu.ca/libraries](http://ssmu.ca/libraries)) for this semester up until March 16. The fund overall for this fiscal year is \$800,000.00.
- h) Sarah Allan from PGSS, said they have money accruing in a fund that has yet to be allocated to particular projects (more information to come). They will be accepting the same kind of proposals as SSMU with the intention of improving spaces for grad students, which is their primary audience. The document will not be an online web form it will be on the PGSS website. Malcolm further mentioned that SSMU has also been accruing leftover money from the library improvement fund over the past 5 years and currently they are investigating endowing that fund so that it returns money on interest and putting it forward for the exclusive purpose of Fiat Lux to see it to fruition. SSMU is, investigating internal regulation changes and putting that forward to legislative council, this large sum of money can be used to help students voice their opinion when Fiat Lux comes to the forefront.
- i) Dean Cook stated how difficult it is to figure out how to spend this special fund money, as the students are obviously wanting to spend it on things that matter to students. Routine things like funding of extended hours, are done systematically, but unusual initiatives are very hard to find, so the Fiat Lux project opens new possibilities.

## 6. Other Business/Discussion

- a) Guest Speaker Nathalie Cooke, Associate Dean, ROAAr (Rare & Special Collections, Osler, Art and Archives) gives us an update on ROAAr. Nathalie passed out a schedule of events for this term (a first) and they now plan to do them term by term. The ROAAr group applied for a SSHRC Connections Grant, which typically funds conferences, and they want to organize an animated speaker series. ROAAr was also approached by donors for \$50,000.00, which was used to reconfigure the space in the Colgate Room on the 4<sup>th</sup> floor of McLennan, where they hold their speakers series. At the event "The Tragedy of the Tet Offensive" Nathalie put forth the question at the end asking, "How many people have never been on the McGill Campus" in which the response was about 80% of the audience. News of the ROAAr events are now reaching the community. ROAAr is working with a graphic designer to produce a book that shows some of their treasures in the four units and they think they are going to do enhanced online visualization. The idea is that the book can be given to donors and it can also become a very classic gift item. ROAAr has also been working with the McGill Book store to create ROAAr Swag, and part of the sales profits will go towards Fiat Lux.
- b) Nathalie Cooke also mentioned that there are conversations about partnering with Wikimedia and that we would be the first University to do so.

Wikimedia would find a collection that is particularly interesting to us and they would start developing wiki pages, the idea is if we become a formal partner they would develop projects with our material, so there is ongoing outreach, and we are also starting a digital scholarship hub and they are advertising at the moment and we have some good applications. Nathalie is on the board of Cascade a center for cultural and data scholarship which is pan University but they don't have space for venues and McGill does so it is part of the digital scholarship push.

The meeting adjourned at 11:00am