

The purpose of the meeting was to receive the information gathered with respect to the Faculty of Education's Library resources and services through two concurrent consultation processes, a Town Hall which took place on 23 May 2013 in the Jack Cram Auditorium of the Faculty of Education and the consultation carried out by each representative in their respective academic units. The following therefore presents the Library resources and service components that have been deemed of importance to the academic activities of the Faculty of Education. Recommendations are also provided for the McGill Dean of Libraries with respect to solutions to continue to provide and enhance the library services for the Faculty of Education in the light of the University's upgrade and optimization of institutional library services.

### **Identification of essential library resources and services**

The resources and services that are deemed of instrumental value to members of academic units of the Faculty of Education fall under three categories: a) Physical space and space use b) Collections and resources and c) Library and Information Services.

#### **A. Physical Space and space use**

Members of all four academic units have recognized the importance for undergraduate and graduate students to have access to a designated physical space structured for studying and learning. More specifically, the designated physical space should provide:

- Access to individual as well as group study spaces.
- Access to Faculty of Education designated communal spaces, equipment and infrastructures for individual or group learning
- Enhanced teaching and learning spaces (with computer enhanced capabilities) such as those required for microteaching, clinical discussions and group learning activities.

#### **B. Collections and resources**

Members of the Faculty recognized that irrespective of the location of book collections, it is essential that the collections continue to be maintained and developed and that these continue to be accessible.

Some book collections and materials were however considered to be essential for the daily delivery of the academic programs, occurring both during day and night time and as such it was deemed necessary that these collections and items be treated separately and that these remain immediately accessible within the Faculty of Education current building. These materials include the following:

- i. The B.Ed. "Teaching Curriculum library" including the related DVD collection
- ii. The Children book literature collection
- iii. Teaching preparation and Educational and Counselling Psychology Professional manuals
- iv. Course reserve materials
- v. Manuals related to the Educational & Counseling Psychology "Testing library".

vi. for the Clinical Psychology Programs

Members of the Faculty community also recognize that the Library has also served the role of providing access to teaching-related computer as well as A/V equipment. Access to such equipment continues to be of prime importance for the delivery of the programs.

C. Services

Members of ELAC are aware of the distinction between the roles and responsibilities of Academic Librarians and Library Assistants. Representatives from all academic units have clearly expressed that unit's value and wish to preserve the access to academic librarian for professors, students and professionals for individual or group consultations. The valuable role of academic librarian as partners in the pre-award grant preparation process and in the post-award dissemination of findings is fully recognized as is the invaluable contribution of these librarians to the academic preparation of undergraduate and graduate students. The involvement of our academic librarians in teaching activities is also outlined as an essential service. Of particular note is the familiarization and guidance that is required for aboriginal or foreign students.

**Recommendations for action with respect to the planning of the institution library system restructuring**

In considering the components of the library resources and services that are deemed essential for members of the Faculty of Education community, recommendations are provided with respect to actions towards ensuring that the expressed need can be maintained. In addition, given our understanding that the re-structuring of the institutional library system provides an opportunity for re-visioning and optimizing the integration of academic –related activities, some recommendations are provided to optimize access or use of the existing and future resources. Given the above expression of value and needs, the committee submits to the Dean of Libraries the following recommendations with respect to the three components of the library activities: a) Physical space and space use b) Collections and resources and c) Library and Information Services.

A. Physical Space and space use

- That the physical space and equipment in place in the currently designated Faculty of Education Library space remain in place.
- That the space freed-up from the removal or displacement of some book stacks be made available to the Faculty with the provision that these spaces can be renovated into appropriately designed teaching and learning spaces.
- That access to the space be continuous throughout the day and evening.
- That audio-visual and computer equipment continue to be accessible for day and evening classes

B. Collections and resources

- That the “teacher preparation” curriculum collection and related audio-visual material continue to be maintained and processed by a library assistant or a designate, and that these items remain physically in the Faculty of Education building for individual or group uses.
- That the professional book collections continue to be maintained and processed by a library assistant or a designate, and that these items remain physically in the Faculty of Education building for individual or group uses.
- That the “Children’s book collection” be diversified and enhanced through the purchase of multiple copies in order to facilitate access that these remain physically in the Faculty of Education building for individual or group uses. That this collection continues to be maintained and processed by a library assistant or a designate
- That a provision be made for the “Course reserve” items to continue to be maintained and processed by a library assistant that these remain physically in the Faculty of Education building for individual access during the days and evening.

C. Services

- That easy access to academic librarians for research and teaching related activities continue to be provided at the same level.
- That consideration be given for a flexible work time scheduling in order to provide access both during the day and evening such as to serve the graduate student population.