

# Memorandum

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**TO:** Senate

**FROM:** Professor Philip Oxhorn, Associate Provost (International); Chair of the Senate Committee on Libraries

**SUBJECT:** Senate Committee on Libraries Annual Report (2017-2018)

**DATE:** December 5, 2018

**DOCUMENT #:** D18-29

**ACTION REQUIRED:** ☒ INFORMATION ☐ APPROVAL/DECISION

<b>ISSUE</b>	The annual report of the Senate Committee on Libraries, a Senate standing committee, is presented for information.
<b>BACKGROUND &amp; RATIONALE</b>	<p>The Terms of Reference for the Senate Committee on Libraries provides in its specific areas of responsibility that the Committee on Libraries meet at least twice per semester during the academic year and submit an annual report to Senate.</p> <p>The Committee is responsible for recommending broad policies concerning the Library in support of the University's strategic plans and academic priorities. The Committee receives and advises on planning documents and reports as they relate to the Libraries. The Committee facilitates and advises on liaisons between the University community and the Library.</p>
<b>PRIOR CONSULTATION</b>	N/A
<b>SUSTAINABILITY CONSIDERATIONS</b>	The Senate Committee on Libraries has a sustainable framework in place to fulfill its mandate.
<b>IMPACT OF DECISION AND NEXT STEPS</b>	N/A
<b>MOTION OR RESOLUTION FOR APPROVAL</b>	This report is presented for information.
<b>APPENDICES</b>	Appendix A: Committee on Libraries Annual Report 2017-2018





#### **SENATE COMMITTEE ON LIBRARIES MEETING DATES 2017-2018**

October 12, 2017  
December 14, 2017  
February 9, 2018  
April 12, 2018

#### **MEMBERSHIP**

Professor Philip Oxhorn, Associate Provost (International), (Chair)  
Professor C. Colleen Cook, Trenholme Dean of Libraries

Chairs of the Library Advisory Committees (including Macdonald Campus):

Professor Andrea Bernasconi (Life Sciences)  
Professor Valerie Gravel (Macdonald Campus)  
Professor Gillian Lane-Mercier (Humanities and Social Sciences)  
Professor Véronique Bélanger (Nahum Gelber Law Library)  
Professor Robert Funnell (Schulich Library)

Three faculty members appointed by Senate:

Professor Peter Sabor (English, ARTS) – 2019  
Professor Bastien Castagner (Pharmacology and Therapeutics, MEDICINE) – 2019  
Dr. Sue Laver (McGill Writing Centre, CONTINUING STUDIES) – 2020

Two librarians appointed by Senate:

Ms. Tara Mawhinney (Schulich Library of Science and Engineering) – 2018  
Ms. Dawn McKinnon (Electronic Resources & Serials Librarian) – 2018

One administrative and support staff member from the University Libraries appointed by Senate:

Mr. David Curtis (Senior Reference Assistant and Cataloguing Editor, Marvin Duchow Music Library) – 2020

One Graduate student: Ms. Shufeng Zhou (Experimental Surgery, MEDICINE)

Two undergraduate students:

Mr. Malcolm McClintock (Materials Engineering, ENGINEERING)  
Ms. Marie Lemieux (Political Science, ARTS)

One student representative of Macdonald Campus: Ms. Valeryia Ivanova (BSc Food Science/BSc Nutritional Science, Concurrent)

One Continuing Studies student: Mr. Jamie Kelly (Diploma in HR)

Secretary: Ms. Julie Faubert

## ACTIVITIES DURING THE ACADEMIC YEAR

This document summarizes the activities of the McGill University Library for the 2017-18 academic year as discussed at meetings of the Senate Committee on Libraries.

Activity reports were made at each meeting by the Trenholme Dean of Libraries on achievements toward meeting the goals stated in the libraries' strategic plan.

### 1. Client Relationships

- The yearly survey of users alternates between STEM faculty and social sciences and humanities faculty. This year we surveyed STEM faculty. Three main findings stand out: 1) there is deep appreciation of online holdings; 2) the most acute problem is lack of user space, especially during extended hours and the closer it gets to finals; and 3) there were many complaints about it being too cold. Students were also concerned that the space issue would be exacerbated when the SSMU building closed for renovations.
- In 2017-18, the new unit, ROAAr (Rare and Special Collections, Osler, Art and Archives) continued to flourish. With a successful SSHRC Connections Grant, ROAAr embarked on a series of public and community-oriented events to promote its collections. These events proved very popular and in October 2017, a Quebec food-themed lecture was offered twice in response to popular demand. Two SSHRC-funded student positions were created in November 2017 to keep up with the unit's many projects and events.
- Every year, our student societies invest in important Library needs for undergraduate and graduate students. In 2017-18, the Students' Society of McGill University (SSMU) contributed \$475,000 with matching funds from University Advancement. These funds went towards extended hours in the Humanities and Social Sciences Library (HSSL), Schulich Library of Physical Sciences, Life Sciences, and Engineering, Law 24/5 and 24/7 throughout most of the academic year. The Macdonald Campus Students' Society (MCSS) also contributed to extending hours during peak periods at the Macdonald Campus Library. SSMU, Post Graduate Students' Society (PGSS), Music Undergraduate Student Association (MUSA), and the Arts Undergraduate Society (AUS) also contributed funds towards student employment at the Library. Finally, several student societies supported study area improvements through space refurbishments and equipment upgrades in several branches. 108 seats were added in the McLennan Library Buildings. This project was a collaborative effort by the SSMU and AUS. New technology/equipment included: charging stations, spirit scanners, and a "one-touch studio" to record presentations and videos. The AUS Committee focused on health and wellness initiatives including transforming a room on the 6<sup>th</sup> floor of McLennan into a tranquility zone and acquiring an electric piano to reduce stress. Technology funded by AUS that students can borrow included: Seasonal Affective Disorder (SAD) lamps, earphones, and laptop lockers.

### 2. Collection Management and Open Access

- The Committee was informed that McGill will not participate in the Quebec-BCI shared library services project to establish a shared library services and catalog platform for the Quebec universities. The principal reason for the decision is that McGill would have to commit to the project before the Request for Proposals (procurement) went out and McGill did not want to commit without knowing what product would be selected. The McGill staff cost to support the new platform was estimated at \$700,000 per year. Since no new funding would be made available, this would have had to be funded at the expense of the collections. Should BCI select McGill's preferred option, OCLC WMS, McGill Library will join the consortia.

- McGill is considering an two catalogue projects: 1) Migrating from Worldcat Local to Worldcat Discovery during the summer of 2018 to be ready for the fall. 2) Migrating the rest of the catalogue (loans and acquisitions) to WorldcatManagement System, which will require further software development. The migration is set to occur in May 2019 The Classic Catalogue will be decommissioned at this time.

### 3. Facilities, Resources, Infrastructure Management

- The Committee was pleased to note that there has been significant movement on the Collection Management Facility (CMF) to be built on the Macdonald Campus. Talks with Macdonald Campus and Facilities representatives have taken place regarding the site for the building and next steps. It is now considered separately from the Fiat Lux Building Project, which is intended to redevelop the McLennan-Redpath complex in response to the changing needs of the McGill community.
- It is going to be at least 2 ½ to 3 years before the CMF will be able to start storing materials, and librarians will be liaising closely with departments in order to select the right materials, with the goal of maintaining a research collection in the various facilities that are still actively used.

## **TERMS OF REFERENCE OF THE COMMITTEE**

The Committee on Libraries is a Standing Committee of Senate with the following specific areas of responsibility.

### *Specific Areas of Responsibility*

The Committee shall:

1. Recommend to Senate, as appropriate, broad policies concerning the Library in support of the University's strategic plans and academic priorities.
2. Review and advise on planning documents and reports as they relate to the Library and advise Senate and others, as appropriate, on library and information service developments which are of academic significance to the University.
3. Review resource allocation policies as they relate to the Library's strategic plan.
4. Facilitate and advise on communication between the University community and the Library.
5. Meet at least twice per semester during the academic year and submit an annual report to Senate.

## **COMPOSITION OF THE COMMITTEE**

The Provost or delegate, Chair

The Trenholme Dean of Libraries

Chairs of the Library Advisory Committees (including Macdonald campus)

Three faculty members appointed by Senate on the recommendation of the Senate Nominating Committee

Two librarians appointed by Senate on the recommendation of the Senate Nominating Committee

One administrative and support staff member from the University Libraries appointed by Senate on the recommendation of the Senate Nominating Committee

Student Members:

Two undergraduate students

One graduate student

One Continuing Education student

Committee Secretary