

Memorandum

**Office of the Provost and Vice-Principal
(Academic)**

Associate Provost (Academic Priorities and Resource Allocation)

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TO: Senate

FROM: Professor Ghyslaine McClure, Associate Provost (Academic Priorities and Resource Allocation); Chair of the Senate Committee on Libraries

SUBJECT: Senate Committee on Libraries Annual Report (2016-2017)

DATE: December 6, 2017

DOCUMENT #: D17-34

ACTION REQUIRED: ☒ INFORMATION ☐ APPROVAL/DECISION

ISSUE The annual report of the Senate Committee on Libraries, a Senate standing committee, is presented for information.

BACKGROUND & RATIONALE 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.

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.

PRIOR CONSULTATION N/A

SUSTAINABILITY CONSIDERATIONS The Senate Committee on Libraries has a sustainable framework in place to fulfill its mandate.

IMPACT OF DECISION AND NEXT STEPS N/A

MOTION OR RESOLUTION FOR APPROVAL This report is presented for information.

APPENDICES Appendix A: Committee on Libraries Annual Report 2016-2017



SENATE COMMITTEE ON LIBRARIES MEETING DATES 2016-2017

October 13, 2016
November 25, 2016
February 16, 2017
April 6, 2017

MEMBERSHIP

Professor Ghyslaine McClure, Associate Provost (Academic Priorities and Resource Allocation), (Chair)
Professor C. Colleen Cook, Trenholme Dean of Libraries

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

Professor Andrea Bernasconi (Life Sciences)
Professor Jerry Aldridge (Macdonald Campus)
Professor Gillian Lane-Mercier (Humanities and Social Sciences)
Professor Alana Klein (Nahum Gelber Law Library)
Professor Ronald Gehr (Schulich Library)

Three faculty members appointed by Senate:

Professor Robert Murgita (Microbiology and Immunology, Medicine) – 2017
Professor Peter Sabor (English, ARTS) – 2019
Professor Bastien Castagner (Pharmacology and Therapeutics, Medicine) – 2019

Two librarians appointed by Senate:

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

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

Ms. Mary Lourenço (Nahum Gelber Law Library) – 2018

One Graduate student: Darren Wagner (Religious Studies)

Two undergraduate students:

Mr. Malcolm McClintock (Engineering)
Mr. Lawrence Angel (Arts)

One student representative of Macdonald Campus: Ms. Nancy He

One Continuing Studies student: Ms. Abeer Almir Ali

Secretary (interim): Ms. Margaret Jean Lawrence

ACTIVITIES DURING THE ACADEMIC YEAR

This document summarizes the activities of the McGill University Library for the 2016-17 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

- A number of improvements were made in the Library last year, including more seating for users and a new computer lab in Schulich, installation of electronic device charging stations, and a card swipe system for after-hours access. The Arts Undergraduate Society funded the installation of several wellness-promoting features in the Humanities and Social Sciences Library (HSSL), including standing workstations, a stationary bike, and a treadmill.
- A trial project for a self-serve, cloud-based app was launched in winter 2017: meeScan allows the user to check out books using a smart phone, tablet or library-provided iPad.
- The Library opted not to lower the heat by a few degrees in the evenings in HSSL, as was proposed by the Office of Sustainability. It was agreed that this would compromise the level of comfort for students.
- 'Schulich Library of Science and Engineering' was renamed to 'Schulich Library of Physical Sciences, Life Sciences, and Engineering'. The announcement from October 21, 2016 is available online at: <https://www.mcgill.ca/library/channels/news/renaming-announcement-schulich-library-physical-sciences-life-sciences-and-engineering-263596>.

2. Collection Management and Open Access

- The collection budget was once again maintained this year.
- Dean Cook reported that with the rise of the Open Access movement, sites like SciHub are becoming more popular.
- Joseph Hafner, Associate Dean, Collection Services, attended the annual general meeting for HathiTrust, a digitized library based at the University of Michigan. He reported that thanks to a grant, HathiTrust has been able to digitize many more works that are in the public domain. These new digitized documents are accessible through the McGill Library.
- Jeffry Archer was appointed as the new Associate Dean, User Services, in January 2017. He has experience with book storage facilities, and will connect to students, staff, and faculty regarding what this new system could mean to these groups.

3. Facilities, Resources, Infrastructure Management

- The filling of vacant support staff positions improves the quality of user services delivered by the Library. Both students and academic staff remarked this. There is an ongoing recruitment backlog due to movement of library staff for promotions, leaves, and retirements.
- Preliminary restoration work of the structural walls of the Macdonald-Stewart Library Building, which houses the Schulich Library of Physical Sciences, Life Sciences and Engineering, started last year and is still ongoing, with the main work expected to begin in spring 2018.
- In December 2016, a Cyclical Unit Review (CUR) was done in Rare & Special Collections, Osler, Art, and Archives (ROAAr). The report recommended centralizing the physical location of all university archives and also the staff of the ROAAr Unit.

- McGill Library continues to work with other universities in Quebec to create a shared software platform in an effort to streamline resources and work more collaboratively with each other. A proposal for government funding was submitted and not yet reviewed as of April 2017. McGill Library would have to match its cataloging system in French to work within any shared system with other Quebec institutions.
- Fiat Lux fundraising efforts have been ongoing thanks to a group of very dedicated volunteers.

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