



Memorandum

Office of the Associate Provost (Budget & Resources)

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TO: Senate

FROM: Professor Ghyslaine McClure (Associate Provost, Budget & Resources, and Chair of the Senate Committee on Libraries)

SUBJECT: Senate Committee on Libraries Annual Report 2013-2014

DATE: December 3, 2014

DOCUMENT #: D14-26

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 Senate Committee on Libraries’s terms of reference stipulate that the Committee shall:

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.

MOTION OR RESOLUTION FOR APPROVAL: N/A

PRIOR CONSULTATION:

NEXT STEPS: N/A

APPENDICES: Appendix A: Committee on Libraries Annual Report 2013-14



ACTIVITIES UNDERTAKEN DURING THE ACADEMIC YEAR

This document summarizes the activities of McGill University Library for the 2013-14 academic year as discussed at meetings of the Senate Committee on Libraries:

Reports were made at each meeting by the Trenholme Dean of Libraries, C. Colleen Cook, on achievements toward meeting the goals in the Libraries' strategic plan.

Client Relationship Management

- The mergers of the Education Library with the Humanites & Social Sciences Library and the Life Sciences Library with the Schulich Library occurred over the summer of 2013. Both spaces will still house Faculty-specific and/or reserve materials which will be accessible for limited hours. The rest of the space is now being used as student works and study space, falling under the jurisdiction of their respective Faculties.
- As of October 1, 2013, extended hours (24/5) will resume in the following libraries: Humanities & Social Sciences Library, Schulich Library and the Nahum Gelber Law Library.
 - However, it is not possible to allow other libraries to be open with the same hours. University Security and library staff are working to the maximum possible capacity given the current budget allotted for this purpose.
- The Faculty of Arts has re-instated the Humanities & Social Sciences Library Advisory Committee in order to improve the flow of communication between the Faculty of Arts and Libraries' administration.
- A plan to set up a 'Research Commons' was set in motion, which included the assembly of all research and teaching-related units into one space (eg. TLS and the Writing Centre) and also a redefinition of the job description of a Liaison Librarian to include more flexibility to better serve the changing learning habits of both students and teachers (eg. more emphasis on digital resources and learning with technology).

Collection Management

- The much-anticipated Voltaire collection arrived in the Fall of 2013, with the help of fund-raising efforts and philanthropic donations. A symposium on the collection is planned for the near future, and there has been a lot of good press surrounding the acquisition, some of which is on display in the Rare Books section.
- Currency fluctuation and the inflation of serial prices continue to be a concern for the Libraries' Collection Budget.
- The concept of 'open-access' is being spread to the Faculties by Associate Dean (Digital Initiatives) Jenn Riley and her team. The practice of publishing articles in free or 'open-access'

serial publications would greatly off-set the onerous cost of serials at the Library and could make many scholarly articles more accessible to students, faculty and the public.

- A number of ideas, including off-site condensed storage systems are being considered to deal with the growth of the libraries' serials and monograph collections. A plan to eliminate duplicate copies of serial print materials, and inversely, to preserve the rare and unique monograph collection, is being formulated.
 - One idea is to join together with other universities in the Montreal area to create a shared, off-site condensed storage facility and retrieval system to house the less-circulated books from these institutions.
 - The over-arching theme behind these ideas is to create more user-friendly library spaces, while still maintaining convenient access to any print material in the Libraries' collection.

Facilities, Resources, Infrastructure Management

- HVAC system was replaced in the Life Sciences Library space, including the Osler Library in spring of 2014
- The new and improved Library terrace was completed in early 2014 and 'unveiled' as a smoke-free space in late May.
- Feasibility Study: in conjunction with Robert Couvrette, Associate VP (University Services), this study was conducted to assess the needs of the Libraries in terms of physical space, storage facilities and convenience for the user
 - Upon completion of this study, a call for tenders was drafted in Winter 2014 and Dean Cook hopes to have tangible results by Fall 2014

Staff Development and Management

- 2 new Associate Deans were appointed in 2013: Daniel Boyer was appointed as Associate Dean (User Services) on 1 August 2013, and Jenn Riley was hired in a new role of Associate Dean, (Digital Initiatives). She started her term on 1 November, 2013.

SENATE COMMITTEE ON LIBRARIES MEETING DATES 2013-2014

October 1, 2013

November 28, 2013

January 23, 2014

March 25, 2014

Professor Ghyslaine McClure, Provost Delegate (Chair)

Professor C. Colleen Cook, Trenholme Dean of Libraries

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

Professor Andrea Bernasconi (Life Sciences)

Professor Martin Chénier (Macdonald Campus)

Professor Gillian Lane-Mercier (Humanities and Social Sciences)

Professor Ram Jakhu (Nahum Gelber Law Library)

Professor Nigel Roulet (Schulich Library)

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

Professor Kenneth Boris (Arts, English) – 2016

Professor David Ronis (Science, Chemistry) – 2016

Professor Guillermina Almazan (Medicine, Pharmacology and Therapeutics) – 2014

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

Ms. Anaïs Salaman (Islamic Studies Library) – 2016

Mr. Christopher Lyons (Osler Library) – 2016

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

Ms. Elizabeth Gibson (Humanities and Social Sciences Library) – 2015

Student members:

SSMU: Ms. Gwynth Epstein

SSMU: Ms. Kira Gossack-Keenan

MCSS: Ms. Thisanya Natkunathan

MACES: Ms. Rhunah Soriano

PGSS: Mr. Adam Bouchard

Ms. Erin Minnett, Secretary

TERMS OF REFERENCE OF THE COMMITTEE

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