

MEMORANDUM

Date: June 12, 2019

To: Dr. Betina Appel Kuzmarov, Clerk of Senate
Cc: Kathy McKinley, Secretary of Senate

From: Stephen Fai, Director, Carleton Immersive Media Studio and Associate Professor, School of Architecture and Urbanism

Re: Report of the Library Committee of Senate 2018-2019

Members 2018/2019:

Stephen Fai (Chair)
Wayne Jones (University Librarian)
Alicia Ott (Committee Secretary)
Heather MacDonald (Professional Librarian)
Omair Shafiq (Faculty of Engineering and Design)
Siobhain Calkin (Faculty of Arts and Social Sciences)
Paul Keen (Faculty of Graduate and Post-doctoral Affairs)
Hilary Becker (Spratt School of Business)
Toby Zeng (Faculty of Science)
Tracey Lauriault (Faculty of Public Affairs)
Hemant Gupta (Graduate Student Member)
Reid Smith (Graduate Student Alternate)

The Senate Library Committee (SLC) met on March 8, 2019. This document is meant to summarize the major accomplishments and challenges that were brought forward to the committee during the 2018 and 2019 academic year.

Terms of Reference

While responsible to Senate alone, to advise and make recommendations, as appropriate, to Senate, to the Librarian, to the President, and to other University bodies on the operation and development of the University Library (the term “University Library” refers to the MacOdrum Library and all branch libraries), and in particular to advise and make recommendations in the following areas:

- The University library budget;
- The development of the University library collection;
- The services offered;

- The operation and development of physical facilities;
- The relations of the University library to other libraries, particularly those in the Ottawa area;
- Other areas that it considers to be of immediate relevance to the University Library.

Composition

One faculty member to serve as Chair

- Five other faculty members,
- Two students,
- The University Librarian or his/her representative,
- One professional librarian, and
- One other member of the library staff

Nomination

The method of selection for the members of the committee should be in the usual form: nominations for the library contingent to be made to the Senate Executive by the University Librarian after consultation, including consultation with the University Library Committee or its successor (CUASA Collective Agreement, Article 11.1 (a) (i)).

Staffing

Most recent hiring within the Library:

Jennifer Browning, Discover Systems Librarian

Matthew Gertler, Business & Government Information Librarian

Chris Shoniker, Data Support Specialist

Justin Ball, Stacks Services Assistant

Alisdair MacRae, Evening Stacks Services Assistant

Courtney Maika, Stacks Services Assistant

Kiah Russell, Digitization and Processing Assistant

Budget

The Library received a 3 percent increase to the collections budget which results in \$188,000 being added to the base. As for fiscal (one-time) funding for 19/20, we received \$75,000 for Scival, a tool used for research analysis and metrics.

Strategic and Annual Planning

We continue to do planning for 19/20. We are in the process of having our departments complete a check-in on the goals set out in their individual planning documents. In November, we sent an email to 5,000 randomly selected students, and one-half of faculty, staff, and contract instructors as part of the 2018 Library User

(Insync) Survey. The main purpose of the survey was to give our community the opportunity to state how well they believe the Library performs in relation to what they think is important. The survey focused on performance and importance specifically related to communication, service delivery, facilities and equipment, information resources, and overall satisfaction.

Collection Maintenance

Questions in senate arose from an exceptional maintenance project, a large number of titles in English and Art History needed to be reviewed for possible withdrawal after regular maintenance had not been undertaken for a long time. The Department Head of RSS and the Liaisons for those areas are meeting regularly with those concerned and have made adjustments to the project to address the issues. Gaps in faculty communication have also been identified and are being addressed. Senate Library Committee will review the new Collection Maintenance Policy once it is in complete draft form.

Building Renovations and Hours

It was noted that access via the tunnel will provide not only the second means of entry into the Library, but will be a boon to those with mobility issues. There was an update to Library hours to be more consistent, open more on holiday weekends, and not closed as often during intercession.

New Library Search Tool

University Librarian, Wayne Jones, is currently scheduling visits to Chairs and Directors for a presentation for Departmental Library Reps and Grad students, individual faculty will be made aware through email and news announcements. The library has started the implementation of the new library services platform based on ExLibris Alma and Primo. We initially announced this in June 2018 and have been working since then on preparing for the implementation. New system is scheduled to go live in December 2019. We will continue to update our community as timelines get finalized.