

Wilfrid Laurier University

Library Council

Draft Minutes – Thursday, October 2, 2014 WLUSU Board Room, 10:00 a.m. – 11:40 am

Present: Gohar Ashoughian (Chair), Afra Bolefski, Sharon Brown, Robert Bruce (Graduate Rep), Anne Brydon (Arts, Faculty Rep), Debbie Chaves, Pauline Dewan (teleconference from Brantford), Vera Fesnak, Peter Genzinger, Charlotte Innerd, Anne Kelly, Christina Kerr (Library Staff Rep), H el ene LeBlanc, Gina Matesic, Peruvemba Ravi (SBE, Faculty Rep), Greg Sennema, Michael Steeleworthy, Irene Tencinger (teleconference from Brantford), Matthew Thomas, Warren Trottier (Undergrad Rep), Nancy Willing (Secretary), Deborah Wills

Regrets: Rochelle Adamiak (Undergrad Rep), Colin Deinhardt, Eun-ha Hong, Joanne Oud, Doug Roberts (Library Staff Rep), Alma Santosuosso (Music, Faculty Rep), Matt Tales, Jill Tracey (Science, Faculty Rep)

On Leave Julia Hendry, Dillon Moore, Carol Stephenson

1. Welcome and Introductions

Gohar welcomed everyone to the meeting.

2. Approval of Agenda

- Added update on Data Student Assistants (Michael Steeleworthy) under Other Business
- **Motion: Gohar moved to approve the agenda. Seconded by Anne Brydon. Agenda was approved by consensus.**

3. Approval of Minutes of April 2, 2014

- Changed title under a) of item 6 to be more clear: Library Council Election for four (4) Librarian Members for the AUL (Information Resources and Scholarly Communication) Search Committee
- **Motion: Gohar moved to approve the minutes. Seconded by Vera Fesnak. Minutes were approved by consensus.**

4. Business Arising from the Minutes

- Action Items from the minutes of April 2, 2014 have been completed
 - Action item #1 - SHERM was contacted on numerous occasions regarding the noise, dust and moving of staff to upper floors, to ensure there were no issues with health and safety; Physical Resources, particularly Peter Thomson, did a superb job with the renovations
 - Action item #2 – Search for the Associate University Librarian (Information Resources and Scholarly Communication, Librarian nominations to sit on the committee: search has been completed

5. University Librarian's Report

New Library Entrance

- Library entrance has now been completed
- Exterior furnishings for the entrance in the way of benches and garbage bins for smokers have been purchased
- A community garden will be established in the sunken garden area; Afra Bolefski, Christina Kerr and Anne Kelly have volunteered to help with this project
- The Sustainability Office is involved in providing their expertise with exterior furniture placement and large planters to create inviting seating for students, faculty and staff
- The Wifi has not been tested yet in this area
- The stained glass of Sir Wilfrid Laurier was moved during the entrance renovation to Archives for safekeeping; the piece will be moved to an appropriate location on campus in the future
- The cold issues that were experienced in the winter in the Lobby of the Library have been addressed at the entrance with new fans installed to combat the cold air blowing into the Lobby corridor; we hope the increase of hot air in the entrance will help with the cold breezes blowing into the Lobby

Flooding to 1st floor of the Library

- During the long weekend in August, heavy rains caused flooding to the 1st floor of the Library; the floors had to be removed and replaced; reconstruction of the areas has been completed, with staff moving back to the area in the next few days
- Gohar thanked Julia Hendry, Charlotte Innerd, Dillon Moore and Nancy Willing, as the initial team who arrived on site; support from staff and librarians was incredible and taken care of in an organized way

Library Master Space Plan

- The Library master space plan started in December, 2013 with the report being completed the end of September, 2014
 - Consultation was very extensive; Cannon Design did a very good job with taking the information and incorporating it into the report
 - Why did we do this? The Library has a space limitation for our students; we needed to look at the short, medium and long terms as to how we could increase efficiencies within the building we have
 - Cannon Design conducted a lot of studies within libraries in Ontario; the Council of Universities have library space standards, with study space calculated at 0.6 sq m x FTE
 - WLU has 39.1% of the Council of Universities standard, serving only 7% of the student body; the norm is about 57%
 - We need to ensure we can increase capacity to support students, faculty and their research
 - The Library will need to take a phased-in approach, very costly process
 - There will be 6 phases, of which the first four will be to upgrade the existing building; the last two phases 5 and 6 will include an additional entrance on Albert Street with a glass wraparound enclosure
- ACTION: Gohar will send an e-mail with the URL site to view the Library Space Plan**
- The report will become a public document
 - The first 4 phases can be completed individually; the first phase will cost about \$2.8 million and will provide 180 additional student seats
 - The timeline of the plan:

- Senior Administration will have conversations regarding the initial phases of the plan
- Budget cuts are the reality of today and will affect fundraising; conversations with the Development Office and our students has been conducted

6. New Business

a) Library Budget 2015-2016 (Gohar Ashoughian)

- Gohar thanked everyone who participated on the impact statements regarding budget reductions
- The proposed cuts are: 5 and 7% for Faculties and 5,8 and 10% for Administration
- These are very significant amounts when translated into dollars
- The Library will need to implement cuts to service, which will affect students and faculty; the Library's collections will suffer as well
- With a budget of \$9,948,589, the 5% cut translates into a \$497,429 cut, which will affect collections and service in the Library
- \$300,000 will be cut from the Acquisitions budget and hours the Library is open will be cut; these will significantly impact the Library
- A cut of 7% equates to \$697,000, with Acquisitions portion of \$400,000 to be cut; the Library may not be open until 2:00 am or 24/7 during the examination period; the Library may close on some weekends

b) Electronic Resources Evaluation Project (Charlotte Innerd)

- E-resources have been increasing at approximately 4% per year
- There has been a decrease in buying power because of the United States, which is starting to recover financially, increasing the cost of their products
- The Canadian exchange rate affects how much we can buy, with approximately 5% drop in buying power
- We are trying to position ourselves with e-resource materials and contracts, which are accrued over the budget year
- We are trying to be careful with our collection to reduce the impact on students and faculty
- We will cut journals, books and AV materials
- Robert Bruce asked if cutting duplicate journals would be an option for saving money
- Some duplication will be cut
- There is an ongoing process of collaborating with the Tri-University Group (University of Waterloo, Guelph University and WLU) and with OCUL (Ontario Council of University Libraries) to ensure duplications of journals are kept to a minimum
- We also have CRKN (Canadian Research Knowledge Network) on a national level, to negotiate licences for greater buying power
- CRKN and OCUL have taken licences with international capacity

c) Library Culture Series (Gohar, Nick Dinka, Deborah Wills)

- In the Library's Strategic Plan, there was a need to increase awareness of the Library as the cultural hub of the university and to build relationships with the community
- The Library started with Music in the Library, with the spectrum being expanded to highlight the achievements of our students with exhibits in the Library's new exhibition space on the 2nd floor in the Lobby corridor
- We want the Library to be the intellectual and cultural centre of the university

- The launch of our new exhibit space and our first exhibit held on September 25, in collaboration with the Graduate Student Association and Suzanne Luke from the Robert Langen Art Gallery, was well-attended
- We are hoping to possibly have four more exhibits over the next year
- If you have ideas or know someone who is an artist that is faculty, staff or a student in our community, please let us know
- Deborah Wills announced the “Authors in the Library” series, showcasing community authors, to take place in the Library on November 25 from 5-6:30 pm
- messages will be going out to the community very soon; this series is supported by the VP: Academic and the President
- The next Music concert in the Library will be held on Friday, October 3 in the Lobby

7. Other Business

Data Student Assistants (Michael Steeleworthy)

- There will be an open data event on October 22 from 12 noon – 2:00 pm at the Hawk’s Nest
- This event will feature a panel discussion on open data and the community with representatives from the Waterloo community, the municipality and the university
- The Library has hired two graduate student assistants, one which has been funded by OCUL for working on survey and polling data for academic use; we will be collaborating with LISPOP (Laurier Institute for the Study of Public Opinion and Policy)
- Raw data doesn’t fit for public consumption; funding was secured to help contribute with the mark-up of this data
- The data is from Statistics Canada and IPSOS Reid
- The graduate assistant program will employ two graduate positions to work in the Library for possibly the winter term

8. Next Meeting

The next Library Council meeting will take place Tuesday, January 13, 2015 at 10:00 am in the Ernst and Young Boardroom (SBE).