

Wilfrid Laurier University

Library Council

Approved Minutes – Tuesday, January 14, 2020

Faculty of Arts Boardroom, 10:00 a.m. – 11:30 a.m.

- Present: Gohar Ashoughian (Chair), Melissa Brennan (Grad Rep), Scott Gillies, Zemar Hakim (Undergrad Rep), Charlotte Innerd, Shannon Leest (Undergrad Rep), Yanli Li, Ian MacRae (Faculty Rep), Dillon Moore, Nathan Rambukkana (Faculty Rep), Doug Roberts (Library Staff Rep), Matt Rohweder, Michael Steeleworthy, Matt Tales, Matt Thomas, Irene Tencinger, Murray Tong (Library Staff Rep), Mark Weiler
- Regrets: Safaa Bedawi (Faculty Rep), Gordon Bertrand, Debbie Chaves, Pauline Dewan, Vera Fesnak, Meredith Fischer, Peter Genzinger, Michelle Goodridge, Julia Hendry, Eun-ha Hong, Anne Kelly, H el ene Leblanc, Joanne Oud, Greg Sennema, Fang Wang (Faculty Rep)
-

A moment of silence was observed at the beginning of the meeting to remember the victims of Ukraine International Flight 752.

1. Welcome and Introductions

Gohar welcomed everyone to the meeting and encouraged introductions.

2. Approval of the agenda

- A correction was noted that the agenda should read 10:00am to 11:30am, not 10:00am to 12:00pm.
- Motion: Gohar Ashoughian moved to approve the agenda, seconded by Michael Steeleworthy and approved by all.

3. Approval of the minutes from October 19, 2019

- Motion: Gohar Ashoughian moved to approve the minutes, seconded by Matt Thomas. Carried with one abstention from Matt Thomas (as he was not present at the October meeting).

4. Business arising from the minutes

- None

5. University Librarian Report

During her update, Gohar touched upon the following two topics: Transform Laurier Library (TLL) and the Budget process.

I) Transform Laurier Library (TLL):

- Gohar explained that the amount of information received during the TLL process has been overwhelming (i.e. survey information, reports from the Library, engagement events and an external review (WLU Press)).
- By reviewing feedback it quickly became evident that work needs to be completed with respect to Library spaces. More specifically there needs to be a Library in Brantford.
- Gohar noted that development of One Market in Brantford gives the chance to look at library space system-wide within the multi-campus environment with associated opportunities (as an example to consolidate Collections).
- The larger TLL committee is scheduled to meet on January 24th.
- A question was raised as to what happens after the main committee approves the themes. It was clarified that the next step will be generation of a final report. The expectation is that the process will be completed in March.

II) Budget:

- Gohar noted that over 500 ideas were received as part of the University wide idea generation process. The \$18m deficit has decreased to \$9m which has allowed for the use of a differentiated approach. The Library has a 4% budget cut over 2 years or 2% each year.
- The goal will be to focus on having a lesser impact on services.
- With 2 major parts to the budget (Collections and People) there will be an impact on Collections budget.
- It will be important to let the University know that there will be an impact on the users with respect to the cut to Collections.
- A question was raised regarding possible Donors. Gohar clarified that there is work being done and that this year funds are being pulled from the Donations account.

6. New Business - Presentations:

a) OMNI Systems Update – Scott Gillies

- A sincere “thank-you” was expressed to the Library staff for all the work in implementing the new OMNI system.
- Scott provided an overview of where OMNI came from and the list of benefits, with one of those key benefits being to achieve economies of scale and save money.
- Omni partner libraries were identified. A clarifying note that although U of T and McMaster are not included in Omni at present, it is still possible to request/borrow resources from these sites using RACER.
- While discussing the timeline Scott noted that it is challenging to get 14 Universities to agree on policies which had an impact on timing. This was in comparison to the historical and familiar collaboration that occurs as part of TUG.

- The project duration was almost 2 years with an actual go live date of December 17, 2019. A large challenge related to the go live was the fact not all partners implemented in the same way. The original date was scheduled for December 10.
- The process overall has involved a lot of user engagement; over the next 6 to 8 months there will be a higher level of integration.
- “Thanks” was again expressed to all staff and especially the WLU Library implementation team (LEAN).
- A question was asked regarding requesting through RACER. For now it is still possible to request through RACER. If the request goes into OMNI and can't be fulfilled it will go through RACER.
- A question was raised regarding physical transportation. It was explained that the TUG van is still use (for 2 years) and transportation in general is under discussion.

b) ICT Update – ICT Leadership Team

- ICT highlighted the importance of cybersecurity and the measures to take. It was explained that there are currently more than 1 million intrusions per day.
- A question was asked and it was clarified that spaces can be used in password creation and that longer passwords are better (for example a sentence).
- ICT offered to further investigate the possibility of locking down laptops in the Library (theft has been an issue).
- Various phishing scams were reviewed as well as new terminology. The point is that it is getting harder to recognize, as often these emails appear as urgent which can catch users off guard. It is important to be mindful and aware before opening.
- A point was raised that students should be advised to send from Laurier email versus gmail as the spam filter is different for internal.
- As a follow-up item, the IP address for Brantford residence is to be provided to the Eresources Librarian.

7. Other Business

- A question was raised as to whether there were any updates on Podcasting. Gohar explained that this will be moving forward with the expectation of a facility in Waterloo by April.

8. Next Meeting – March 12, 2020

9. Adjournment

- **Motion: Gohar moved to adjourn. Meeting adjourned by consensus at 11:30am**