

Wilfrid Laurier University Library Council

Draft Minutes - Tuesday, October 18, 2022 Teams Virtual Meeting, 10:00am - 11:30am

Present: Scott Gilles (Chair), Kathy Behrendt (Faculty Rep), Gordon Bertrand, Debbie Chaves, Pauline Dewan, Jenn Dufton (Library Staff Rep), Meredith Fischer, Michelle Goodridge, Dillon Moore, Amanda Oliver, Joanne Oud, Jennifer Robertson-Wilson (Faculty Rep), Matt Thomas, Suzanne Luke, Liam Chapin, Dawn Westwater, Ania Szablewski, Shirley Chen, Mark Weiler, Ian Fraser, Doug Roberts, Murray Tong, Matt Tales.

Regrets: Peter Genzinger, Shane Symington, Gohar Ashoughian

1. Welcome and introductions

- Scott Gilles welcomed everyone to the meeting and introduced new Faculty (Bruce Arai, Shirley Chen) and Student members (Ian Fraser, Shane Symington, Liam Chapin) to the Library Council. Scott noted two new staff members (Ania Szablewski, Dawn Westwater) have started in User and Access Services Department.

2. Approval of the agenda

- Motion: Meredith Fischer moved to approve the agenda, seconded by Matt Thomas.

3. Approval of the minutes from March 22, 2022

- Motion: Joanne Oud moved to approve the minutes, seconded by Kathy Behrendt.
- Approved by all, no questions
- Scott Gilles commented that Library Executive will look into rescheduling the about the Milton Campus presentation in future, once more Information is available.

4. Business arising from the minutes

- none

5. University Librarian Report

Scott expressed appreciation to everyone in the library for all their hard work providing support for academic success and research, and in helping with the return to normal operations for fall 2022. Congratulations and thanks were expressed to all.

Scott explained from a pandemic control perspective, we are now almost completely back to the physical space; all study spaces are fully available. We have also developed and implemented hybrid approaches to providing some of the services.

It was noted that the repair work to fix previous leaks on the main floor and service desk were complete (in collaboration with FAM). There were repairs made to the infrastructure on the different floors of the library.

Scott added that we are currently at the secondary stage of the Milton budget prep and advised that we are planning to start with offering remote services there with the hopes of having librarians and staff there in the future.

- Action: Share a synopsis with summary of Library planning details regarding the Milton project with librarians and staff.

Finally, Scott Gilles commented on the success of the Christi Belcourt Art Exhibition held at the Robert Langen Art Gallery and urged everyone to attend the upcoming LIFT series at the gallery.

Questions:

What are the different types of engineering programs available at the Milton campus?

- Debbie Chaves commented on this question mentioning the plan was to have both undergraduate and graduate programs in Environmental engineering, computer science engineering, and software engineering offered at the Milton campus. In addition, the Milton campus will be collaborating with Conestoga College to offer a program in landscape architecture.

6. New Business

Library Accessibility Update: Joanne Oud

Joanne noted that she has started in the newly created role of Library Accessibility Coordinator. She explained that to start she has been reviewing policies and procedures for Laurier's accessibility planning and therefore, prepared a summary of important findings she has learned so far. After engaging in conversations with other employees and departments who work on accessibility, Joanne presented a summary of her findings in addition to some recommendations to further improve existing policies.

Summary of themes drawn from her work:

- Need for better planning and coordination
- Awareness and training
- Clarify Budget and funding
- Communication and outreach needs
- Understanding user needs and seeking user Input
- Service gaps and issues
 - Accessible formats
 - Physical library problems
- Accessible formats
 - PDF Pitstop project (to enhance PDF accessibility)

General recommendations for addressing major issues pertaining to accessibility needs:

- Working to create an Accessibility strategic plan document
 - Explore ways to integrate accessibility into early stages of projects and services
- Most of the accessibility efforts are separate in certain departments or by individuals. More coordination is needed between the different departments and the Accessible Learning Centre (ALC).
- Clarify staff support
- Clarifying our services and support
 - Expectations about our services (clarity)
 - Ensure support for all users with disabilities: expansion to include non-registered students, faculty and staff (website, ACE services etc.)
- Staff training needs

Questions:

Is there a way to share the resources compiled by the accessibility team at the library with faculty members?

- Joanne answered this by saying that she would be more than happy to do so and suggested meeting up with faculty representatives to come up with a working plan.

7. Other

- Scott Gilles thanked members of the Library Appointment Committee (LAP) on their hard work on recruiting two new science librarians, and limited-term librarians for the Brantford campus and business and economics
- Suzanne Luke reminded everyone that the gallery's LIFT series featuring a local artist was starting tomorrow and encouraged everyone to attend.

8. Next Meeting

- January 19, 2023

9. Adjournment

- Motion: Scott moved to adjourn. Meeting adjourned by consensus at 10:50 a.m.