

Memorandum

For Information

TO: Senate

FROM: Bruce P. Clayman
Vice-President, Research

SUBJECT: Annual Reports:
Senate Library Committee
Library Penalty Appeals Committee

DATE: July 16, 2003

Attached are the FY 2002/3 Annual Reports of the Senate Library Committee and Library Penalties Appeals Committee (LPAC). The LPAC is a Standing Committee of Senate, reporting to the Senate Library Committee. I would be pleased to address any question that Senators have about these reports.





Simon Fraser University

SENATE LIBRARY COMMITTEE

Annual Report for 2002/03

Membership

Ex-Officio Members

Bruce Clayman, Chair, Vice-President, Research
John Waterhouse, Vice-President, Academic
Janice Bearg, Dean of Continuing Studies (or designate)
Jon Driver, Dean of Graduate Studies
Joanne Curry, Campus Director, SFU Surrey
Lynn Copeland, University Librarian
Todd Mundle, Associate University Librarian (non-voting)

Elected Members

Jennifer Chang (Faculty Member - Business Administration)
Luis Duran (Library Staff)
Nancy Earle (Graduate Student Alternate)
Gina Fernandez (Undergraduate Student)
Carole Gerson (Senator at Large)
Norbert Haunerland (Senator at Large)
Pat Howard (Faculty Member- Applied Sciences)
Rezi Pourvali (Undergraduate Student Alternate)
Lynne Quarmby (Faculty Member - Science)
Sylvia Roberts (Librarian)
Laila Singh (Graduate Student)
John Tietz (Faculty Member - Arts)
Jan van Aalst (Faculty Member - Education)

Meetings

The Senate Library Committee met 5 times during the 2002/03 fiscal year – one of the six scheduled meetings was cancelled due to lack of business to transact. Meeting highlights include:

- Reviewed and supported the loans rule for the SFU Surrey Library which are harmonized as much as possible with the Bennett/Belzberg policies.
- Reviewed and supported the loans and fines rules for the circulation of slides from the Fine Arts Room.

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- Reviewed and supported the criteria for migration to electronic only journal subscriptions.
- Reviewed the schedule for the next Library External Review and decided that it be delayed until the Spring of 2004 in view of recent personnel changes and in order to accommodate the need for user surveys.
- Recommended that serials usage data be collected in fall of 2002 and added to previous samples. The data are available from the Library's website.
- Reviewed and supported the one year Laptop Lending Pilot Project to commence September 2003.
- Reviewed and supported the Library taking on the film and video booking service from the Learning and Instructional Development Centre. The process for migration to be completed by the end of the summer 2003 and provided from the Media Collection (formerly Fine Arts Room) in the WAC Bennett Library.
- Reviewed and supported the expenditure of \$35,000 from the Library's endowment income and the approximate one time \$350,000 savings from participating in the Canadian National Site Licensing Project (CNSLP).

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Library Penalties Appeal Committee Report

The Library Penalties Appeal Committee met once during the 2002/2003 fiscal year to consider patron fine appeals. At the May 16, 2002 meeting, the Committee members present were the following:

Carole Gerson, Senator, Chair
Norbert Haunerland, Senator
Laila Singh, Graduate Student

Gina Fernandez, Undergraduate Student
David Yau, Undergraduate Student (Alternate)

Also in attendance:

Laurine Harrison, Ombudsperson
Gisele Pomerleau, Head, Loans Division

Anvar Rahemtula, Public Service Group Leader
Sherrie Sutcliffe, Supervisor, Loans Division

Eight appeal cases were heard and all cases resulted in patrons being found responsible for all use made of their library cards.