

S.07-49

SIMON FRASER UNIVERSITY

For Information

MEMORANDUM  
OFFICE OF VICE-PRESIDENT, RESEARCH

TO: Members of Senate

FROM: B. Mario Pinto

RE: Senate Library Committee  
Annual Report 2005/06

DATE: February 13, 2007

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For your information, please find the annual report for the Senate Library Committee attached.



**Simon Fraser University**  
**SENATE LIBRARY COMMITTEE**  
**Annual Report for 2005/06**

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**Senate Library Committee Membership, 2005/06**

**Ex-Officio Members**

Mario Pinto, Chair, Vice-President, Research  
John Waterhouse, Vice-President, Academic  
Joan Collinge, Dean of Continuing Studies designate  
Jon Driver, Dean of Graduate Studies

Lynn Copeland, University Librarian  
Todd Mundle, Associate University  
Librarian (non-voting)

**Elected Members**

Jennifer Chang (Faculty Member – Business  
Administration)  
Gordon Coleman (Librarian) to May 31/05  
Peter Dickinson (Senator at Large)  
Carole Gerson (Faculty Member - Arts)  
Norbert Haunerland (Senator at Large) to May  
31/05  
Michael Hayes (Faculty Member- Health  
Sciences)  
Igor Herbut (Faculty Member - Science)  
Ariel Hornstein (Graduate Student)  
Pat Howard (Faculty Member- Applied  
Sciences)

Mark Jordan (Librarian)  
Marcia McInnes (Undergraduate Student Alt.)  
Rob McTavish (Graduate Student Alt.)  
Lynne Quarmby (Faculty Member - Science) to  
May 31/05  
Sara Rozell (Senator at Large) to May 31/05  
Daniel Say (Library Staff)  
Camilla Sears (Graduate Student) to May 31/05  
Trevor Tombe (Undergraduate Student) to May  
31, 2005  
Jan van Aalst (Faculty Member - Education)  
Peter Williams (Senator at Large)

**Senate Library Committee Meetings**

The Senate Library Committee met 4 times (April 4, 2005; June 7, 2005; October 3, 2005; December 5, 2005) during the 2005/06 fiscal year. Meeting highlights include:

**Articles on Course Reserve**

The Library proposed that it follow a trend set at other university libraries in making the online format the default choice for reserve articles. The benefits to students are 24/7 access to articles without theft or vandalism. The Library will also be able to redeploy the staff time currently spent processing, circulating, shelving and maintaining print copies. This change will not take effect until notifying mechanisms are in place. The Committee agreed that the Library should pursue this initiative.

**Campus Campaign Appeal – Library Project**

The Library participated in the Campus Campaign Appeal to raise funds for an improved casual seating area on the 3<sup>rd</sup> floor. The Library fundraising drive raised over \$10,800 which was matched with Library endowment income funds.

### **Collection Allocation Update**

In June of 2000 the Library Collection Budget Allocation Task Group produced a report on the collection budget allocation amongst subject areas. The allocation was to be reviewed in 2005. Gwen Bird circulated an update report that provided a review of the Library's progress in implementing the recommendations of the 2000 report and an explanation on the changes in the environment since 2000. Feedback to the Library through the Senate Library Committee, FALUC, SCILUC, and departmental library representatives indicates that collection allocations are now meeting real and perceived campus needs. It was agreed that it is not necessary to undertake another detailed allocation review at this time but that the Library will continue to report back to the SLC on collections allocations.

### **Collections Policy Statement**

The Library drafted a Collections Policy Statement and asked for comments or suggestions. There were questions about greater inclusion of Canadian writers, Canadian university presses and books written by SFU faculty. It was acknowledged that more Canadian titles could be acquired, but many of the subject areas are not normally carried by the Library. The SFU Bookstore does a good job of informing the Library about SFU authors, but more effort could be made to seek out authors.

**MOTION: Moved by Lynn Copeland; seconded by Peter Williams that "The Draft Collections Policy Statement be approved." MOTION CARRIED UNANIMOUSLY**

### **Fixed Renewal Date Recommendation**

The current formula for determining renewal dates for library materials borrowed on semester loans, results in calendar dates which vary each semester according to the exam period. In order to make the renewal dates more consistent for library users, the Library proposed the following change:  
Set three dates example: March 31<sup>st</sup>, July 31<sup>st</sup> and November 30<sup>th</sup> which are consistent every year and eliminates confusion.

**MOTION: Moved by Lynn Copeland; seconded by Jon Driver that "The Library has been given permission to make a change to the Loans Policy – Renewals (Policy #5). Semester loan material may be renewed starting on a fixed date each semester (March 31, July 31 or November 30)". MOTION CARRIED UNANIMOUSLY**

### **Graduate Student Meeting Space**

At the request of the Committee, the Library designated a Bennett Library first floor meeting room for graduate students to use. The room can hold 6-10 students. The room will be coordinated through the Graduate Studies Office.

### **Library Support For Courses Moving Between Campuses**

Lynn Copeland summarized a report submitted which outlined problems that occur when new programs or courses are not identified by location. This situation makes it difficult to determine which books or materials to order, because each library has a different basic collection. Jon Driver indicated that the process for graduate programs will be reviewed. The issue will also be discussed in a broader context at a future Dean's Council meeting.

### **Student Learning Commons**

Plans for the Student Learning Commons were presented. The Library will be working closely with a large amount of campus organizations to benefit the students through workshops, peer support and academic support programs. It will open in September 2006 and in order to make room for the Student

Learning Commons, the 3<sup>rd</sup> floor of the Bennett Library will be reorganized. The Committee agreed that the Library should pursue this initiative.

## Library Penalties Appeal Committee Report 2005/2006

The Library Penalties Appeal Committee met once during the 2005/2006 fiscal year to consider patron fine appeals.

At the November 9, 2005 meeting, the Committee members present included the following:

Peter Dickinson, Senator, Chair

Peter Williams, Senator  
Mark Weiler, Graduate Student Representative

Also in attendance: Sherrie Sutcliffe - Supervisor, Loans Division  
Thyra Mulder - Team Leader, Loans Division

Regrets: Sean Magee – Under Graduate Student  
Diane Wu – Under Graduate Student (Alternate)  
Laurine Harrison, Ombudsperson

Recording Secretary: Sylvia Richardson

### Two appeal cases were heard as outlined below:

Category of Borrower	Type of Fine	Amount of Fine	Decision
Alumnus	Overdue fines	\$61.00 (Adjusted amount from original fine of \$213.00 )	Appeal denied – The committee unanimously denied any further reductions and recommended the \$61.00 be paid in full.
Alumnus	1 replacement charge and overdue fines	\$97.95	The committee unanimously granted a reduction in charges, in the amount of \$25.00, by voiding the overdue fines. The committee recommended that the balance of \$72.95 (replacement and processing fees) be paid in full.