1. Approval of the Agenda
   Approved.

2. Approval of the Minutes
   Approved.

3. Business Arising
   Library Fines (Elaine) - The Library started blocking student records for those with library fines over $50. As of today, 30 students had paid fines. There are 4 fines over $1000 due to overdue books/equipment rental. Library staff has been trained to remove the blocks immediately after payment of fines. The blocks will be applied each semester. We will unlikely be able to recoup fines from Alumni unless they request a transcript.

4. Chair’s Report (Norbert)
   N. Haunerland welcomed Gwen Bird as the new Dean of Libraries and thanked Elaine Fairey and Brian Owen for stepping in as the Acting Dean for the past year.

5. Dean of Library Services Report (Gwen)
   G. Bird participated in a colloquium on the future of Special Collections in research libraries at Case Western Reserve University last week. At this time,
Gwen is embarking on an orientation tour of the Library, including meetings with each division and an All-Staff meeting scheduled for November.

The Library has submitted University Priority Fund (UPF) proposals for one time funding of Research Data Repository (RADAR); Telecommunications Upgrade; and an extension of 1 year for Collections Preservation Funding.

6. **Library Annual Report (Elaine)**

E. Fairey presented a copy of the annual report for the following target audiences; SFU Senior Administration, Faculty, Students, and Donors. D. Leznoff recommended that the report show what Library Staff has accomplished externally. Elaine said this information will be put on the website along with the PDF version of this report. G. Chapman would like to see the highlights of the number of visits to the Library website. According to Elaine, there were 9.8 million accesses to the Library’s E-resources. Glenn pointed out that this information will help to justify paying for the databases.

7. **Annual Report of Senate Library Committee (Elaine)**

This 2013/14 report highlights activity of the Senate Library Committee over the past year. The report will be given to Senate for the December meeting.

8. **Library Collections Budget (Gwen)**

There was a review of the library collections budget for 2014/15. Pressure on the serials budget continues to increase. At the Annual General Meeting of the Canadian Research Knowledge Network (CRKN) on October 6-8, 2014, a resolution was passed that “big deals” must include an option to select journals on a title-by-title basis. G. Bird explained the implications of this resolution, to increase libraries’ flexibility in selecting collections that are the best fit for each university, and within their budget. G. Meyers asked about exposure to the US exchange rate and if the Library is aware of the availability of insurance (hedging).

9. **Research Data Initiatives (Brian)**

B. Owen provided an update on the Radar initiative – a research data repository -- that has been funded by SFU’s University Priority Fund since 2012. What started as an SFU project has now become a key component of several national initiatives. The Canadian Association of Research Libraries (CARL) has established the ARC project to work on research data management systems and services at the national level. Research Data Canada is coordinating a national pilot project and the Library is now working closely with the local Compute Canada node to install Radar on their national infrastructure. There are 2 staff each working 50% on this initiative; Carla Graebner and Alex Garnett. A question was asked about open source versus proprietary software. The Library has adopted several open source platforms for Radar as there is no off shelf proprietary software available and open source software is always heavily based on standards and is often designed to make inter-
operability with other software easier. D. Leznoff asked how does the Library envision the Library platform to be used. Brian replied that the final report that will be prepared by March 31 will address this topic. S. Bullock asked when this will be rolled out. Brian said a beta production version of Radar is expected to be available at end March 2015.

10. Refworks Migration Plan (Brian)
Refworks is a citation management service that the Library subscribes to. The current Scholars Portal option that is provided by the Ontario College and University Libraries (OCUL) will be ceasing service as of August 2015. The Library plans to migrate back to the US-based Refworks platform as there currently no other viable Canadian options. We have started planning the migration, including consultation with the SFU FIPPA Office. B. McFerran inquired about choosing another country to migrate to eg Ireland. D. Leznoff asked why we are continuing this service. The answer was although there are now multiple citation management software options being used at SFU, there are still 3528 active accounts under Refworks.

11. Other Business
There was no new business.

NEXT MEETING:
Monday, February 16, 2015
2:30 pm – 4:00 pm
Room 7200