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**MEMORANDUM**

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**ATTENTION** Members of Senate  
**FROM** B. Mario Pinto  
**RE:** Senate Library Committee Annual Report

**DATE** October 29, 2013  
**PAGES** 1/1

A handwritten signature in blue ink, appearing to be "B. Pinto", written over the "PAGES" field.

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Please find attached the annual report for the Senate Library Committee.

# **Simon Fraser University Senate Library Committee & Library Penalties Appeal Committee Annual Reports for 2012/13**

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## **Senate Library Committee**

### **Meetings Held**

The Senate Library Committee met 2 times during 2012/13:

April meeting cancelled  
September 24, 2012  
February 18, 2013

### **September 24, 2012 Meeting**

#### **Library Collections Budget (Patty Gallilee, Acting Associate University Librarian)**

Patty Gallilee, Acting Associate University Librarian of Collections and Scholarly Communications, presented the proposed 2012/13 library materials budget. The university has agreed to protect the collection budget from reductions to preserve the buying power and permit continued building of collections. As part of the university's budget process the library received a base budget lift of \$100,000 for 2012/13 to recognize pressure on the collections budget from serial price increases and growth in programming.

This budget has been set with the assumption of the US/Canadian exchange rate at par. The Library will continue to monitor the exchange rate closely and work with the SFU Treasurer to purchase US dollars at advantageous rates and to time payment of large foreign invoices in our favour when this is possible.

Serial allocations were based on an increase of 3% over the previous year's expenditures, corrected for migrations to online-only format and other changes in each list. No increases to monograph funds were possible in this budget. Monograph funds that were fully spent in 2011/12 have been preserved at last year's level. Some that were not fully spent in 2011/12 have been reduced slightly. There is an industry prediction of 4-7% price increases for academic journals in 2013.

#### **Shared Print Archive Network (Patty Gallilee, Associate University Librarian)**

SFU has been in discussions with 10 Libraries (archive holders) in Western Canada to create a shared print archive network. Between 1200-1300 titles have been identified and will be archived. Talks with UBC about a common storage facility perhaps in Point Grey area are underway.

#### **Research Commons Update (Elaine Fairey, Associate University Librarian)**

The newly developed Research Commons has initiated a number of changes to the thesis submission procedures which allows for a more streamlined process. There is a strong demand for thesis formatting and grad student writing workshops and consultations. A full suite of research common workshops will be offered to graduate students in the coming months.

### **Library Renewal Projects (Natalie Gick, Associate University Librarian)**

- Fraser (Surrey) has completed the installation of a new material display at the Entrance, including a monitor for digital signage and highlighting online resources
- Belzberg (Vancouver) has completed a major renovation which includes a Student Learning Commons collaborative space with fireplace, consulting room, improved workstation furniture, new lounge seating and a very popular window-side laptop bar.
- Bennett (Burnaby)
  - All floors were painted (all inner walls), replaced baseboards and installed corner guards.
  - 7th floor: due to renovation delays on the 2nd and 3rd floors, the Research Commons will be temporarily housed in the Maps area and the Maps collection will be relocated to the 2nd floor.
  - 6th floor: due to a demand for more quiet study space, the entire 6th floor has been designated a silent area.
  - 5th floor: silent study room completed and operational funded in part by donations from Library staff.
  - 3rd floor: all four washrooms to be upgraded as part of a University Facilities project.
  - 3rd floor : planning a renovation next summer in order to align reference and access services; enhance and increase student space; double the size of the Student Learning Commons consulting area; and build a programming/classroom to accommodate cultural and student programming and BOT classes.
  - 2nd floor study rooms: replaced blackboards with whiteboards, 3 big monitors to be added shortly - funded in part by staff donations

### **February 18, 2013 meeting**

#### **Chair's Report (Mario Pinto, VP of Research)**

- **Budget**

The 2012/2013 was a very productive year. The Library received funding from the University Priorities Fund for the Research Data Repository Project and a one-time lift of \$250,000 for the collection budget (end of the year money). For 2013/2014 the Library received \$750,000 from the University for the 3rd floor renewal project and a second allocation of \$400,000 from the University was announced today. In addition for 2013/2014, the Library received \$100,000 to develop the Research Commons and year two funding for the Research Data Repository Project.
- **Intercultural Centre**

The University is very interested in establishing an Intercultural Centre. A number of donors have already expressed interest in this project. The University hopes to establish the centre on the North side of the Library (approx. 30,000 square feet).
- **Digital Ecosystem**

SFU is taking a leading role in establishing the area of Digital Scholarship in both research initiatives and developing infrastructure and support. A number of universities in Canada and internationally are supporting SFU in its initiative. The SFU Library is playing an important role in this initiative.

#### **SFU Research Data Repository Update (Brian Owen, Associate University Librarian)**

The chief focus of this initiative will be SFU research data. SFU will develop and implement a Research Data Management infrastructure that provides a repository for research data and ensures its security and integrity over time. The Library will collaborate with IT Services to develop local support for research data production, management, curation and discovery for primary and secondary analysis. At the end of the first year a data survey will be distributed to students and faculty to gather feedback on the current service.

**Copyright Administration (Charles Eckman, Dean of Library Services)**

The responsibility for copyright administration, education, training and support at SFU is scheduled to transition from the VP of Legal Affairs to the VP Research with the hiring of Donald Taylor to serve as Copyright Officer in the Library. This transition will take place March 1, 2013 and the website will be fully functional with staff ready to answer e-mail inquiries.

**SFU Bennett Library Renovations Update (Natalie Gick, Associate University Librarian, Administrative Services)**

Monitors have been installed in the second floor study rooms and are being well used. The 6<sup>th</sup> floor silent area has been established and seems to be very successful. The Virtual Campus Infrastructure equipment has been installed in room 7301. The 3<sup>rd</sup> floor renewal project is now in the construction document stage. The Library hopes to do the renovations in phases, so that there is as little disruption to students and faculty as possible. The renovation will be completed later than expected (later in the fall). The 3<sup>rd</sup> floor washrooms will also be renovated in phases (two at a time) starting in March. Nicole White is surveying students and faculty regarding the requirements for the new Research Commons, which will be located on the 7<sup>th</sup> floor

**Senate Library Committee Membership, 2012/2013**

David Burley, Environment  
Glenn Chapman, Senator at Large  
Marisol Cruz, Undergraduate Student  
Charles Eckman, University Librarian  
John Edgar, Applied Sciences  
Michael Everton, Arts and Social Sciences  
Natalie Gick, Associate University Librarian  
Byungchae Jin, Business Admin.  
Daniel Leznoff, Senator at Large  
Laura Marks, Communication, Art & Technology  
Gordon Myers, VP Academic  
Wade Parkhouse, Dean of Graduate Studies  
Tom Peacock, Library Staff  
Andreas Pilarinos, Graduate Student  
Mario Pinto, Vice-President, Research (Chair)  
Suzanne Smythe, Education  
Penny Swanson, Librarian Staff  
Yvonne Tobin, Continuing Studies (Designate)  
Jeremy Snyder, Health Sciences  
Igor Herbut, Science  
Natalie Gick, Head, Fraser Valley Real Estate Board Academic Library (Librarian Rep)

**Guests**

Elaine Fairey, Associate University Librarian  
Patty Gallilee, Associate University Librarian  
Brian Owen, Associate University Librarian  
Angela Raasch, Recording Secretary  
Susie Smith, Recording Secretary

**Terms of Reference**

1. Advises the University Librarian on matters relating to the operation of the Library and the liaison between the Library and academic departments and programs. The areas of advice include the following:

- monitoring the continuing response to the Library Review Report recommendations and organizing subsequent reviews every five years
  - liaison between the Library and academic programs
  - establishing collections priorities
  - review of Library performance data
  - review of major changes in Library systems or operations
- 2. Advises the Vice President, Research on matters relating to the size of the Library budget.
- 3. Approves guidelines for the allocation of the Library materials budget between various fields of instruction and research.
- 4. Recommends changes in rules and regulations for the operation of the Library, such as the Loan Policy.
- 5. Reports to Senate annually concerning its activities and the operation of the Library.

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## Library Penalties Appeal Committee

The Library Penalties Appeal Committee met on April 17, 2013.

There was one (1) appeal, it was passed unanimously that the appeal be upheld and that the damage assessment be waived.

### Other Business

- It was agreed that the committee be called for a meeting as soon as an appeal was lodged with LPAC rather than waiting for the end of the term.
- In the future in cases of damaged items pictures should be taken of the item in question and distributed to LPAC members along with the supporting documentation.

### **LPAC Membership 2012/2013**

Marisol Del Carmen Cruz, Graduate Student (Chair)

Glenn Chapman, Senator at Large (Vice-Chair)

Daniel Leznoff, Senator at Large

Undergraduate Rep: not filled

Scott Mackenzie, Ex-Offio, Secretary (non-voting)

Chuk Goodin, staff (non-voting)