1. Approval of the Agenda
   Agenda was approved unanimously.

2. Tour de table and Introduction of Jeffry Archer, Associate Dean (User Services)
   Mr. Archer assumed his role at the beginning of January 2017. He gained extensive experience at the University of Chicago where he implemented important improvements to library services, including a robotic retrieval system for books. His main role is to champion the students, faculty and staff causes at the Dean’s level and communicate what new systems will mean to these groups.
   J. Archer communicated that there are many things that connect across disciplines and systems. He will be happy to get involved in any other relevant committee meetings, and is especially interested in Library consortium activities in Quebec.
   Associate-Provost McClure invited him to come to the next Senate Committee on Libraries meeting.
3. Approval of the minutes of the Meeting of 25 November 2016
Small typos noted and revisions required to the November 25 minutes—adjourned at 3:30 not 2:30. Professor Robert Funnell also sent in several corrections prior to the meeting. A corrected version of the minutes will be sent to all committee members.

4. Dean of Libraries Report, presented by C. Colleen Cook, Trenholme Dean of Libraries
   - All our collections are protected and sufficient budget is allocated again in FY18.
   - Looking into negotiating ‘Up-to-Date’ which is a major software/database tool for clinical practitioners and the Faculty of Medicine.
   - Intensive recruitment due to retirements and continuous staff movement. With Associate Dean Jeffry Archer, there is finally a full complement of senior administrative staff. The other associate deans are Prof. Nathalie Cooke, ROAAr (Rare & Special Collections, Osler, Art and Archives) and Jenn Riley, Digital Initiatives.
   - The ROAAr unit underwent a cyclical review last year. External reviewers found weaknesses with Archives. Archives are scattered in many places on the campus while Libraries would like to have them in one location. A lot of these records have privacy issues associated with them (i.e. student grades). AD Archer is currently looking into this whole problem. Dean Cook agreed to Associate Provost McClure’s request to share conclusions of the external review report at the next SCL meeting.
   - Besides the Archives issue, McGill libraries have a remarkable lack of space and seating capacity for student users, a problem identified several years ago and recurring especially during exam periods.
   - Update on Fiat Lux Project
     - Communications with potential donors, engaging in fundraising and creating a business plan for the Principal are being done currently. There have been fundraising events, such as a recent one in Toronto and another in San Francisco this 23rd March.
     - The McGill24 fundraising event is not targeted for Fiat Lux but rather at general Library and Archives needs.
     - The timeline for the business plan is not firm. The document will not be shared with the SCL committee before stakeholders have signed off and committed to the plan.
     - 1st phase is $65 million. University is looking for a signature donor to contribute $50 - $100 million. Clarification of Role of Signature Donor – the role is not to manage what will be done – the project has been developed by qualified people who know the future needs of the Libraries and how the infrastructure should be organized and improved.
     - Many reports have treated the need for funding McGill library improvements. The Macdonald Stuart Library building needs approximately $23M for repairs. Preliminary work is on-going and actual construction is planned to start in May 2018.

5. Community Feedback on Libraries
• Pilot project - **meeScan** Trial: on February 13, the McGill Library launched a trial of the meeScan self-service checkout system. **meeScan** is cloud-based and allows the use of smartphones, tablets, or library-provided iPads to check out materials. Two **meeScan** units will be available for use in the Humanities and Social Sciences Library self-serve reserves room and the Schulich Library of Physical Sciences, Life Sciences, and Engineering. Staff at a check-out desk continue to serve users in the traditional way as well.

• Student feedback by Lawrence Angel and Malcolm McClintock.
  o Currently in the 2nd phase of call for submissions for project funding. First phase was completed before the Holidays. Arts student societies have funded the installation of some standing desks, a stationary bicycle, and a treadmill, to improve users wellness. The concept is moving while reading/working at a desk.

  o Issues with the end of Première Moisson’s contract. There have been a lot of (negative) student feedback. Food services are under the responsibility of the Deputy Provost (Ollivier Dyens), not the Dean of Libraries. It was suggested that if there was pressure coming from other areas besides from student interests it would be influential to cause change.

  o Schulich white board comments from students had mostly to do with complaints about the lack of heating. The announcement that the heating and air conditioning renovation project will be done in the fall 2017 is very timely.

6. **Action Item for next meeting** – sharing the conclusions of the ROAAr cyclical review report by Associate Dean, ROAAr, Nathalie Cooke.

7. **Tentative date of next meeting is 6 April 2017.**

8. Meeting adjourned at 2:45h PM.