DATE: December 6, 2007

TO: Arts Faculty Council

FROM: Henry Heller, Chair, Arts Library Committee

SUBJECT: REPORT OF THE FACULTY OF ARTS LIBRARY COMMITTEE and LIBRARY EXECUTIVE COMMITTEE: Meetings of the Academic Year 2006-2007

LIBRARY COMMITTEE MEETING OF OCTOBER 24, 2006 held at 9:30am in room 307 Tier Building

Preamble:
The nature of the meeting was to:

(1) Consider amendments to the Arts Library Committee By-Laws;
(2) Establish the Arts Library Committee Nominating Committee;
(3) Elect a Chairperson for the Arts Library Committee and One Representative for the Senate Library Committee;
(4) Elect 2 Members to be Part of the Arts Library Committee Executive.

Observations:
It was noted that there is a discrepancy between the Senate Committee on Libraries Terms of Reference and the By-Laws of the Arts Library Committee with respect to membership. The Senate Committee notes that at least one Senate-elected member (i.e. a Senator) shall be from Arts. The Arts Library Committee By-Laws note that “the committee shall send two representatives to the Senate Library Committee” [Article 3.1]. Therefore, unless members of the Arts Library Committee were senators, they could not serve on the Senate Committee on Libraries. It was also noted that the Arts Library Committee should not be legislating in its By-Laws by appointing its own members to the Senate Committee on Libraries.

It was noted that it should be representatives of the Arts Library Committee who should serve as the three representatives on the Dafoe Users Committee. Since the Arts Library Committee is now re-constituted, when the request for nominees comes it will be referred
Recommendations:
It was RECOMMENDED that the Arts Library Committee By-Laws be approved as circulated.  

MOTION CARRIED

It was RECOMMENDED that the whole membership of the Arts Library Committee act as the Arts Library Nominating Committee.  

MOTION CARRIED

It was RECOMMENDED that Henry Heller be Chair for a term of two years.  

MOTION CARRIED

It was RECOMMENDED that Haskel Greenfield be the Representative on the Senate Library Committee.  

MOTION CARRIED

It was RECOMMENDED that, in addition to Henry Heller, Haskel Greenfield, and Nicole Michaud-Oystryk, the following persons serve as members of the Arts Library Executive Committee: David Camfield and Elizabeth Alexandrin.  

MOTION CARRIED

It was RECOMMENDED that the Arts Library Committee ask its Executive Committee to rationalize the Library Committee By-Laws and have these for discussion at the next meeting.  

MOTION CARRIED

LIBRARY EXECUTIVE COMMITTEE MEETING OF NOVEMBER 28, 2006
held at 9:30am in room 307 Tier Building

Preamble:
The nature of the meeting was to:
(1) Consider proposed amendments to the Arts Library Committee By-Laws;
(2) Discuss the tutorial service on essay writing;
(3) Discuss collection development in the Dafoe Library;
(4) Discuss the Library budget;
(5) Discuss Library furnishings and computers.

Observations:
The Dafoe Library Representative on the Arts Library Executive Committee will provide a report from the Dafoe Library regarding acquisitions as well as the criteria used by the library for the withdrawal of books from collections.

The Dafoe Library Representative on the Arts Library Executive Committee will provide a report on the Dafoe Library’s budget.

Recommendations:
It was RECOMMENDED that the Chair re-write the proposed changes to the By-Laws
as motions and bring both options to the next Library Committee meeting.

*MOTION CARRIED*

It was RECOMMENDED that the Chair write to the University Secretary to clarify whether the Arts members on the Senate Library Committee must be Senators.

*MOTION CARRIED*

It was RECOMMENDED that the Tutorial Service on Essay Writing be brought forward for discussion at the next Library Committee meeting.

*MOTION CARRIED*

It was RECOMMENDED that Library Furnishings and Computers be brought forward for discussion at the next Library Committee meeting with two categories for discussion:

a. the building (infrastructure development)

b. library needs (computers, collection development)

*MOTION CARRIED*

LIBRARY COMMITTEE MEETING OF JANUARY 30, 2007

held at 1:00pm in room 307 Tier Building

Preamble:

The nature of the meeting was to:

1. Consider and approve the minutes of the meeting of October 24, 2006;
2. Review the report from the Arts Library Executive Committee meeting of November 28, 2006;
3. Discuss Research and Writing Skills and its Relationship to the Library;
4. Discuss the Library Budget;
5. Discuss Library Furnishings, Computers and Amenities;
6. Consider and approve proposed amendments to the Arts Library Committee By-Laws;

Observations:

Jim Blanchard (Dafoe Library) indicated that the Dafoe Library budget was close to $1 million last year. Donna Beryfoyle (Dafoe Library) reported that the total University Libraries budget last year was $8 million, including gift funds.

Jim Blanchard will send an e-mail to Arts Library Committee members to get input on e-books and other products that the Dafoe Library is considering and provide the web link for e-trials.

Jim Blanchard informed the committee that the fencing that has been erected in parking lot ‘B’ is the beginning of construction of a storage annex for the Library. The storage facility should be completed in one year.

The Arts Library Committee members indicated that there is a need in the Library for computers and collection development.

Recommendations:

It was RECOMMENDED that the Library Committee recognizes the need for upgrading
facilities and the major financial needs of the Dafoe Library.

MOTION CARRIED

It was RECOMMENDED that rather than having a nominating committee, the whole Library Committee should elect members to the Senate Library Committee and Dafoe Library Users Committee. Ordinarily, that those elected to the Arts Library Executive Committee be the representatives on the Dafoe Library Users Committee.

MOTION CARRIED

HH/ld