

University of Windsor
Senate

5.2.2: **Leddy Library Annual Report (2020-2021)**

Item for: **Information**

Forwarded by: **Academic Policy Committee**

See attached.

To view the full 2020-2021 Leddy Library Annual Report, go to the following website:

<https://leddy.uwindsor.ca/key-documents/annual-reports-strategic-planning>

1. Executive Summary

A. Introduction

The Leddy Library facilitates and transforms learning, research, and teaching by providing services, collections, and physical space to meet the needs of our community of students, staff, faculty, and researchers. Leddy Library serves as the main library for all disciplines at the University of Windsor, except for the Faculty of Law, which is served by the Paul Martin Law Library. The Leddy Library includes the Centre for Digital Scholarship, the University Archives and Special Collections, and the Academic Data Centre.

The library houses a collection of almost 1.7 million titles in all formats, including roughly 1,000,000 unique e-book titles and 100,000 e-journal titles. There are more than 15,000 digital objects available through the Leddy Library's institutional repository, *Scholarship @ UWindsor*. Additionally, the Leddy Library has built a comprehensive collection of online, full-text databases, journals, reference tools, and indexes to meet the needs of the campus faculties, schools, centres, and institutes.

As digital resources have grown, the library has transitioned away from print-based journals and books, and funding for this material has been re-directed to electronic resources. Leveraging of library funding for digital resources has taken place through provincial (Ontario Council of University Libraries) and national (Canada Research Knowledge Network) consortial agreements, resulting in a complement of resources that compares well to other Ontario and Canadian institutions.

Our virtual branch, the Leddy Library website, is as important as the two buildings that contain our physical campus environment. It connects library patrons near and far with our services and collections. During the reporting year, the Leddy Library website committee undertook a complete website re-design. The new website includes a transformed homepage to make it easier for users to find the information they use most frequently and to stay up to date on library news. The website's main navigation allows users to explore content organized under four main headings: *Search Our Collections*, *Use the Library*, *Learning and Research Support*, and *About Us*. In the spring of 2021, the campus community was invited to preview the beta version of the site through surveys and user testing to provide feedback before the Fall 2021 implementation launch.

Like other units on campus, the Leddy Library adapted its services to meet the needs of the university community while complying with provincial and campus health and safety regulations due to COVID-19.

As restrictions began to ease in July 2020, the library was able to begin modifying services and launched initiatives such as Contactless Pickup and Digital Delivery to ensure users had access to the library's physical collections. By mid-summer, the Leddy Library had implemented a new appointment system that allowed patrons to reserve physically distanced computer workstations and study spaces in the building as well as resumed access to the Statistics Canada Research Data Centre. The library was able to safely welcome over 400 students who booked personal study space through the online reservation system and loaned 4,538 books through Contactless Pickup.

The library continues to provide full-text access to a variety of electronic books and journals that have been critical in meeting the needs for teaching, learning, and research on campus. Leddy Library's rich digital collection has evolved to meet the information needs of the University's faculty and students as they balance the remote learning and gradual return to on-campus learning. Roughly 7,000 pages were scanned for the new Digital Delivery service and 717, 378 electronic resources were used. More than 1,000 Course Resources were also digitized for online classes resulting in nearly 43,000 loans of e-reserve items.

The teaching and instruction work of librarians also evolved throughout the reporting year. The library delivered 70 teaching presentations using virtual technology and 135 recorded teaching presentations to view asynchronously.

B. Goals and Objectives of Reporting Year

1. *Provide an exceptional undergraduate experience:*

- **Outstanding Scholar project: Assumption College**

UWindsor Student, Devon Fraser, captured the unique history of the University with her capstone research project, *Assumption College: Through the Decades*. Fraser, a history major and recent graduate, was part of the Outstanding Scholars program, which pairs high-achieving students with faculty and pays them to complete research outside of class. She was paired with Leddy Librarian, Heidi Jacobs, during her second year of undergraduate studies to assist with various historical projects including the *Breaking the Colour Barrier*, a project that focused on the Chatham Coloured All-Stars baseball team from the 1930s, and the Centre for Digital Scholarship's film and web project, *The North Was Our Canaan: Exploring Sandwich Town's Underground Railroad History*, a partnership with the Essex County Black Historical Research Society. With Jacobs as her mentor, Devon was ready to pursue her own historical research project. Inspired by her grandfather, who was employed by the architectural firm that designed the first campus library in 1958 (now the West Building of Leddy Library), she decided to dive into the history of the University. *Assumption College Through the Decades*, a website featuring text and images, provides an overview of Assumption's long and storied history from its inception in 1857 to its incorporation into the University of Windsor in 1963. With over 100-years of history as an independent institution, notwithstanding its current existence as an affiliated university, the history of the college showcases stories of resilience, faith, and determination in creating a university to serve the needs of the community in Windsor.

- **Indigenous fry bread challenge**

The Leddy Library teamed up with the Turtle Island Aboriginal Education Centre to challenge the UWindsor community to learn about Indigenous history, traditions, and culture during Indigenous History Month. Each week a variation of a recipe for fry bread, a common staple of Indigenous cuisine also known as bannock, was shared for patrons to make at home and submit for a chance to win a copy of *Tawâw: Progressive Indigenous Cuisine*, by Shane M. Chartand and a \$50 grocery store gift card.

- **Transition to virtual semester**

As COVID cases continued to surge across Ontario, the University of Windsor opted for full remote learning for the Fall 2020 and Winter 2021 semesters. Like other units across campus, the Leddy Library was quick to innovate new ways to engage and support students and patrons. All meetings and events moved to online platforms. In addition, librarians and data experts implemented Blackboard and Microsoft Teams options to safely host research consultations with students and faculty. The Leddy Library not only was called upon to transition to virtual services but was also required to be onsite to ensure our campus community had physical and digital access to library material. Extensive protocols were created to ensure the safety of staff and users. Considerable portions of the library staff were required back on campus to digitize materials for Digital Delivery, provide Contactless Pickup, and receive and catalog new materials.

- **Gradual re-opening**

As COVID cases began to decline in the Windsor-Essex region, the Leddy Library began to gradually re-open in-person services on campus. With all classes taking place online, the Library understood that some students may not have sufficient computing or specialized software at home to support their studies and it was important for the library to resume access to computer workstations in a safe manner. The library opened 10 socially distanced computer workstations in the fall that allowed students to make appointments to come into the library to use the computers. Following the success and safe resumption of computers, the library began to offer students the option to reserve personal study rooms and study pods for 3-hour appointments. The library was able to maintain these services and modify them as needed when the Windsor-Essex regions moved through the various stages of re-opening.

- **Student appreciation exam bags**

With campus buildings closed and remote learning in full swing, the Leddy Library was eager to innovate new student appreciation incentives. With the success of Contactless Pickup, the library offered students the opportunity to sign up and pick up a Leddy Library exam bag. Each bag was decorated with positive messages and packed with treats, study supplies, and de-stress activities to help students get through the exam season.

2. *Pursue strengths in research and graduate education:*

- **Academic Data Centre**

The Academic Data Centre (ADC) continued to support researchers remotely through a wide offering of services, including remote virtual desktop to access statistical software, as well as real-time consultative support through Blackboard Collaborate. In-depth data consultation support, including high end statistical consulting, continued to make up a very significant service commitment. Between July 1, 2020, and June 30, 2021, ADC data specialists logged 326 data consultations. The ADC team also provided a series of virtual workshops between February and April 2021. The attendance was notably high compared to previous in-person offerings. The following sessions were held:

- Getting Started with Stata
- Guidance for Analyzing 2016 Census Microdata
- Research Data Management at the University of Windsor
- Introduction to R
- Mapping the Census with R
- Introduction to Linear Regression in R
- Introduction to Data Visualization in R using ggplot
- Discovering Data for Your Research
- Survey Design and Analysis Using Qualtrics
- Introduction to GIS with ArcGIS Pro
- Creating Web Maps with ArcGIS Online

- **Windsor Review rebrands to provide open access**

The Windsor Review, a long-standing journal that began in 1965, relaunched as an open access resource thanks to Leddy Library. The journal features both scholarship and creative writing and is published biannually by the University of Windsor's Faculty of Arts, Humanities, and Social Sciences and the Department of English and Creative Writing. The journal currently features poetry, fiction, creative nonfiction, and review essays. Over the years the journal has evolved with technology, moving from print to digital formats, yet always remained behind an access barrier. Open Access

publishing encourages free, unrestricted access to content for readers without barriers or fees. To facilitate the open access publishing process, the Library's Centre for Digital Scholarship worked with *The Windsor Review* team to streamline the process and built a new website for the journal, which included an electronic submission function that allows writers to submit their work for publication online.

- **Research data management**

The Leddy Library continued to lead strategic planning for campus-wide research data management services and support in collaboration the Office of Research and Innovation Services, the Research Ethics Board, and Information Technology Service through the work of the Research Data Management Steering Committee as well as a newly formed Research Data Management Advisory Group made up of key data stakeholders at UWindsor. Key accomplishments during this time included the customization of a Data Management Planning (DMP) Assistant for the University, a needs assessment to inform the development of the institutional research data management strategy as well as the launch of a comprehensive website for supporting research data management services.

3. ***Recruit and retain the best faculty and staff.***

- **Service excellence mandate**

The University launched a Service Excellence Mandate in 2020 and recruited employees to help implement strategy and content. The mandate assists employees of UWindsor to work together to create a consistent and exceptional service experience across campus. The Leddy Library was involved in both the strategic plan for the service excellence mandate and the content, as it was a recognized leader in this area. Subsequently, the library delivered workshops such as *Making every interaction an exceptional experience*, *Identifying needs and solving problems*, and facilitated *Expanding diversity perspectives in service delivery*.

- **Anti-Black Racism book club**

In February 2021, Leddy Library launched the Anti-Black Racism (ABR) Book Club –a virtual book club that brings together librarians and library staff (from both the Leddy Library and the Law Library) to collectively read books that help to inform individuals about Anti-Black Racism. It is an opportunity for the library community to learn about and engage with issues of Anti-Black Racism. Across the two libraries, there were 18 members who joined. The first book the club read was titled *So you want to talk about race*, by Ijeoma Oluo. These books are now being circulated as a set to other campus departments who wish to start a book club.

- **Leddy recognized with OHREA award**

The Leddy Library was recognized for its efforts in exemplifying Human Rights, Equity and Accessibility through its participation in many initiatives in 2020. Pascal Calarco accepted the award on behalf of the library during the online award ceremony that took place in February 2021. The library facilitated initiatives to improve the experience of those with physical disabilities, to support and advance Indigenous resources, incorporate Indigenous symbolism and architecture to create a more welcoming space, participated in the *Breaking the Colour Barrier* project which recognizes and promotes the successes of black athletes in Canada, and participated in an archive project to highlight Queer stewardship and history. In addition, Leddy Librarians and staff participate in Equity,

Diversity and Inclusion (EDI) programming, advocate leadership on EDI in Canadian libraries, and try to improve EDI efforts in librarian and staff hiring.

- **Archivist joins Maple Leaf Route webinar**

Leddy Library's archivist, Dr. Sarah Glassford, joined the Maple Leaf Route, a nine-part webinar series to raise awareness and foster interest in Canada's military history in Europe. Her lecture was drawn largely from her chapter in *Making the Best of It: Women and Girls of Canada and Newfoundland during the Second World War*, a recently published book she co-edited. Glassford told stories — gathered from letters, diaries, and oral histories — of the 641 women of the Canadian Red Cross Corps Overseas Detachment who provided support services for Canadian military personnel.

- **Librarian releases joint book**

Leddy librarian Dr. Heidi Jacobs and English professor Dale Jacobs turned their love of baseball into a published book. Over the course of the summer in 2017, the two made a commitment to watch 50 baseball games in sandlots and stadiums that were all within a 100-mile radius of their home in Windsor. Together they documented their entire experience in a joint book entitled *100 Miles of Baseball: Fifty Games, One Summer*, which was released in March of 2021.

- **New University Librarian appointed**

Dr. Selinda Berg was appointed to take on the role of University Librarian effective July 1, 2021. Since 2018, Dr. Berg held the position of Associate University Librarian at the Leddy Library, where she managed the primary portfolio for faculty and academic affairs and departmental portfolios for systems and information services. Dr. Berg came to the University of Windsor as a Health Sciences Librarian, supporting the Schulich School of Medicine's Windsor Campus in July 2008, and has also held the role of Department Head for Information Services.

4. ***Engage and build the Windsor and Essex County community through partnerships.***

- **Vaccine pharmacy locator**

Leddy Library's geospatial data analyst, Carina Luo, used geographic information system (GIS) data, to create an app to help people locate pharmacies to get the COVID-19 vaccine. In early 2021, Windsor-Essex was one of three regions in the province where people aged 60 to 64 could book an appointment with participating pharmacies to receive the AstraZeneca COVID-19 vaccine. The app allowed users to input an address or use the map to view pharmacies within a specified search radius and find detailed information including the address, phone number, operating hours, and website where people could book appointments. The app also allowed users to review other data layers which contained demographic information about neighbourhoods, such as the percentage of people aged 60 to 64, population density, and population income. Not only did the app help the community find vaccines, but it was also useful for public health researchers, practitioners, and administrators to analyze the relationship between current vaccine sites with geographic distributions of target populations to see if there were any service gaps to improve the vaccine distribution planning and implementation.

- **Rampike magazine online archive**

The complete *Rampike* series, a cutting-edge literary magazine dating from 1979 to 2016, is now available as an online archive hosted by the Leddy Library. Throughout its 36-year run, *Rampike*

featured over 4,000 pages of prize-winning and ground-breaking international writers, artists, and theorists including Paul Auster, Iain Baxter, George Elliott Clarke, Jacques Derrida, Susan Gold, Phil Hall, Tomson Highway, Linda Hutcheon, Thomas King, Julia Kristeva, Alistair MacLeod, Eugene McNamara, Norval Morrisseau, NourbeSe Philip, Brenda Pelkey, Nino Ricci, Anne Waldman, David Foster Wallace, and many others. Among its contributors were UWindsor faculty and alumni. Among its contributors were UWindsor faculty and alumni, and local talents such as Marty Gervais, Lucy Howe, Mark Laliberte, Zeke Moores, and Gustave Morin. Its record of diverse and vibrant local research culture made *Rampike* a prime candidate for archival digitization at the Leddy Library. The library built a team with collective knowledge ranging from archival concerns, systems expertise, scanning, and long-term digital preservation to organize files, develop metadata, and create the website where the publication is now preserved for future generations.

- **Historic newspaper rescue**

When Postmedia suddenly closed 15 Canadian community newspapers in May of 2020, five local weekly papers were removed from Windsor-Essex communities: the *Kingsville Reporter*, the *Lakeshore News*, the *LaSalle Post*, the *Tecumseh Shoreline Week*, and the *Tilbury Times*. Newspaper profitability has been declining for decades, but media companies, like other businesses, had been hit hard by the economic impacts of the COVID-19 pandemic and suffered further declines in revenue. Following the closure announcement, Leddy Library Archivist Dr. Sarah Glassford reached out to all five local newspapers with an offer to rehouse their back issues in the library's Archives and Special Collections. Editors from two of the five papers responded to the offer and were happy to secure new homes for their paper's rich historical legacy that may have otherwise ended up in a recycling bin. Masked and socially distanced volunteers from the Kingsville-Gosfield Heritage Society, *Kingsville Reporter*, and Leddy Library coordinated the packing, transportation, and unpacking of the newspaper's archive from Kingsville to Leddy Library. Shortly after, the archives also received a small delivery of back issues from the *Lakeshore News*. The *Lakeshore News* and *Kingsville Reporter* newspapers had a collection of issues going back roughly 125 years that are now safely stored in the archive's climate-controlled, secure vault. As pandemic conditions permit, staff are cataloguing the papers and taking emergency conservation steps. The Leddy Library's Archives and Special Collections intends to eventually digitize some of the older fragile issues that will allow the library to better preserve them. Digitization will also increase public access to the collection by sharing through online initiatives such as *Our Digital World*, a newspaper database supported in part by Leddy Library.

- **The North Was Our Canaan**

Leddy Librarian, Dr. Heidi Jacobs, helped produce *The North Was Our Canaan*, a local documentary that shares the story of those who crossed the Detroit River into Sandwich seeking freedom from slavery. Directed by Anushray Singh (MFA 2020) and produced by local historian Irene Moore Davis and Dr. Jacobs, it featured the voices of descendants residing in historic Sandwich Town and was screened at the Montreal Independent Film Fest. Library resources played a key role to help uncover and visualize the story. Many of the visual elements used to complement the documentary were filmed at the Leddy Library, such as historical maps, microfilm of *Voice of the Fugitive*, the first Black newspaper published in Canada, and consulted several resources from the library's Archives and Special Collections, including *Narrative of the Life and Adventures of Henry Bibb, an American slave* from 1850. A website containing the film, additional information, and historical context is hosted by the library's Centre for Digital Scholarship as an online exhibit.

5. *Promote international engagement.*

- **Michael Chekhov digitization and online archive**

International scholars, researchers, and performers can access the works and methods of Michael Chekhov through a new digital archive available through the Leddy Library. Chekhov is famous in the theatre community for his psychophysical style of performance that favours the actor's imagination and takes the primacy away from the director to shift the focus on the actor. *The Actor is the Theatre* is a collection of manuscript notes by Deirdre Hurst du Prey, documenting the work of the Chekhov Theatre Studio from 1936 to 1942. In early 2003, du Prey donated one of four carbon copies of the 3,600-page manuscript to the University of Windsor's Archives and Special Collections at the Leddy Library. Over the course of a decade, the documents were digitized by the Leddy Library under the guidance of drama professor Lionel Walsh and retired archivist Brian Owens to be used in an online exhibition developed by the library's Centre for Digital Scholarship. In addition to the manuscript, the Michael Chekhov Estate, the Michael Chekhov Association, and the family of Nonny Gardner Cangelosi have contributed several archival photographs to visually enhance the collection.

- **Polonia 20th anniversary virtual collection**

The Leddy Library celebrated the 20th Anniversary of the Polonia Collection, a unique cultural collection initiated by the generous funds of the Polish Community in Windsor, with a virtual display. In the summer of 2000, members of the local Polish social club sought to support a book fund after noting a lack of reference material documenting the contemporary history of Poland, its culture, and its role in the fight to destroy Soviet communism in Europe. By that fall, the Polonia Centre presented the Leddy Library with the inaugural donation to begin building the Polonia Collection and worked with librarians to identify 48 items that would act as a starting point for the collection. The generous act has since become a noble tradition of the Polish Club to support the Windsor community by investing in the education of its youth. Each year the club generously provides funding to expand the collection and over the 20 years relationship, the total amount donated has exceeded \$56,500. The collection not only serves to promote and preserve the very strong and vibrant Polish heritage in Windsor and Essex County but also provides significant support for University of Windsor students and faculty in their learning, course work and research.

- **English Conversation Group moves online**

The English Conversation Group (ECG) at the Leddy Library has typically been an in-person initiative. However, it has pivoted to offering virtual sessions for the first time in the program's history due to the COVID-19 pandemic. By using flexible online teaching formats, creating small breakout groups, and encouraging students to share their distinct cultures and experiences, the ECG has been successful in assisting international students to interact with university life and improve their English language skills as well as learn to use the academic resources of Leddy library. The ECG has been recognized as an important point of contact for international students who wish to feel more engaged with Canadian academics and the University of Windsor. A total of 465 students joined during the reporting period from countries all around the world such as India, China, and Turkey.

C. Successes

- The Leddy Library is a vital part of the academic experience and was a leader for campus re-opening plans. Members of the library team were asked to sit on many committees as the pandemic progressed. These included the Return-to-Work staff committees, Return to Campus working group, Safe return to Campus working group, Ancillary Services working group, and the Employee Experience Advisory teams. The library was also seen as a trusted contributor to the compliance documentation implementation to campus as well as a contributor to the campus safety checklist document. In step with Health and Safety and Facilities when dealing with all covid protocols, Leddy Library has been a positive contributor to both re-opening the library and the University.
- During the reporting year, the Leddy Library website committee undertook a complete website re-design. The new website has transformed the library homepage to make it easier for users to find the information they use most frequently and stay up to date on library news. The website's main navigation allows users to explore content organized under four main headings, *Search Our Collections*, *Use the Library*, *Learning and Research Support*, and *About Us*.
- The Leddy Library successfully launched two new services during the reporting period to continue providing critical access to library resources. Contactless Pickup allowed patrons to order books online and safely pickup on campus. A total of 4,538 books were loaned during this period. In addition, the library also provided Digital Delivery, a service that allowed patrons to request scans of portions of eligible physical library materials to be delivered in PDF form by email as allowable under existing copyright laws and fair dealing guidelines, which is typically limited to 10% or 1 chapter.
- The Leddy Library began to gradually re-open in-person services on campus. The library successfully and safely opened 10 socially distanced computer workstations in the fall that allowed students to make appointments to use computers using an advanced booking system. In addition, the system also allowed students the option to reserve personal study rooms and study pods for 3-hour appointments. The library was able to maintain these services and modify them as needed when the Windsor-Essex regions moved through the various stages of re-opening.
- In 2020, the Faculty of Law began an extensive renovation on the Ron Ianni Law building. To assist the transition, the Leddy Library converted space in the basement of the west building to temporarily house the Paul Martin Law Library collection and staff.
- Many minor building upgrades were completed during the reporting year. The library replaced all fluorescent lighting fixtures to motion detecting LED lights as part of a campus initiative, existing water fountains were upgraded to include bottle fillers, and new solo study furniture was purchased to accommodate safe study spaces to re-open the library to students.
- In partnership with UWSA and Facilities, Leddy increased its communication to coordinate different areas to study at the University. Students were able to see when/where the CAW Study Spaces and Leddy Study spaces were available during the pandemic. This increased communication has led to a good understanding of where students can go to study and increased Leddy communication through the UWSA channels.

D. Challenges

- The Leddy Library has been accommodating online and onsite work environments for both faculty and staff. This has been challenging as work routines, meetings, and other day-to-day activities have required balance and careful planning. The pandemic and related public health measures have required staff and faculty to continue to operate within a partially remote work environment. This has required extensive logistical planning to maintain this routine.
- The Leddy Library leadership team aimed to ensure the library was able to meet the needs of the faculty, staff, and students, while closely following the regulations required under the provincial re-opening guidelines and those of Health and Safety at the University. This process was both gratifying and burdensome at times, due to the ongoing uncertainty faced throughout the year. Significant efforts and resources were required to navigate shifting work environments, changing schedules, and ongoing communication.
- Building maintenance continues to be a challenge for the library. Despite being closed to visitors; the library buildings still require daily attention. Both the west and main building have succumbed to water issues that require immediate action to protect resources in the area.
- The Leddy Library embarked on a master space plan in 2020. After collecting feedback from the campus community, the library hired Hariri Pontarini Architects to devise a library renovation plan. With many capital projects currently taking place on the UWindsor campus, the library continues to advocate for a commitment to renovate the library space.

2. Report

1. Area's Goals and Objectives and the University's Strategic Plan

| 2020-2021 Goals & Objectives | | UWindsor Strategic Priorities | | | | |
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| | | Provide an exceptional undergraduate experience | Pursue strengths in research and graduate education | Recruit and retain the best faculty and staff | Engage in community partnerships | Promote international engagement |
| Ledy Library 2018 – 2021 Strategic Goals | <p>Invest: Organizational Capacity and Culture</p> <p>Build our organizational capacity and foster a culture that engages and supports the people of the library.</p> <ol style="list-style-type: none"> 1. Develop a strategic knowledge and skills development plan for staff and librarians to support the strategic priorities. 2. Establish mechanisms, share expertise, problem-solve and collaborate on initiatives in order to work towards best practices. 3. Develop and implement an internal communication plan to foster clear and transparent communication across the library. 4. Identify and implement strategies to support the research and scholarship role of librarians. 5. Identify and implement strategies to engage staff and librarians in planning initiatives including participation in working groups and committees. | | ✓ | ✓ | | ✓ |
| | <p>Innovate: Relevant Services, Supports and Collections</p> <p>Recalibrate our work within a multimodal environment to meet the needs of the University community.</p> <ol style="list-style-type: none"> 1. Establish an evidence-based framework to assess the usage of print and digital collections (including special collections and archival holdings) to inform collection management, budget and preservation decisions. | ✓ | ✓ | | ✓ | |

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| <ol style="list-style-type: none"> 2. Establish an ongoing user consultation and research of best practices process to enable the library to make decisions regarding services, support and space. 3. Develop and implement a plan to make changes to services, supports and collections based on data gathered through assessments, consultations and research. 4. Develop and deploy a plan to align the library's investment, both employee and budgetary, with changes in practices and services. 5. Develop and implement a plan to address the specific needs of the downtown campus. 6. Develop a technology strategy to address current and emerging needs of the library and its users. 7. Invest in our web presence, as it is our "digital branch." | | | | | |
| <p>Integrate: Community Engagement and Outreach</p> <p>Position the library as a valued partner and strengthen our connections on campus and in the community.</p> <ol style="list-style-type: none"> 1. Develop a comprehensive marketing and communication plan to improve awareness and understanding of library resources and services. 2. Establish collaborative programs/initiatives with academic and administrative areas to support research, teaching, student learning and the student experience. 3. Develop and implement a fundraising plan to support the space transformation and service enhancements. 4. Manage, strengthen and cultivate connections within campus and with the broader community through targeted services, events, collaborations and other opportunities. | | | | ✓ | |
| <p>Invigorate: Transformation of Our Spaces</p> <p>Transform the library space into an innovative campus hub for learning, teaching, research, and creative activity.</p> <ol style="list-style-type: none"> 1. Identify and implement key actions to modernize the library and create flexible, | ✓ | ✓ | ✓ | ✓ | |

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|--|--|--|--|--|--|--|
| | <p>welcoming, safe, accessible, and comfortable spaces for learning, collaboration, research, and independent study (including space, furniture and other environmental factors).</p> <ol style="list-style-type: none"> 2. Conduct a comprehensive review of the library spaces, users' needs and develop a space master plan. 3. Create and promote multi-purpose spaces to increase engagement of the campus and broader community. 4. Identify and implement opportunities to improve the discovery and visibility of services, spaces and collections. | | | | | |
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2. Future Actions/Initiatives

Progress Report on Future Actions & Initiatives: *2019/2020 Annual Report*

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|---|---|
| 1. Formalize Research Data Management (RDM) institutional strategy with researcher advisory group and aim to prepare for Senate endorsement by September 2021 in collaboration with ORIS, ITS, and REB. | A steering committee and advisory team have been formed. Formation of the Research Data Management committee deadline has been extended, Spring 2022. |
| 2. Begin initial work with facilities on building renovation with smaller renovation projects, selected new furniture and green infrastructure initiatives in 2021. | The library replaced all fluorescent lighting with motion-detecting LED lights. New solo study furniture purchased to accommodate safe study space to re-open library to students. Existing water fountains have been upgraded to include bottle fillers. |
| 3. Work with University Advancement to begin to articulate a capital fundraising plan for Leddy Library. | Official fundraising plans have been delayed until the completion of other major campus renovations such as the Lancer Centre and the Law building. |

In the current reporting year (2021/2022) Leddy Library is pursuing the following specific actions and initiatives:

- Student wellness and mental health are among the top priorities for the University. The Leddy Library is developing dedicated rooms for students to focus on their mental wellness within the library. These spaces will encourage students to unwind and de-stress in a supportive environment.
- With more classes and events taking place in a virtual format, the library is committed to increasing access to technology for students and staff. The library is exploring options to provide laptop lending services for the campus community.
- The Library's Archives and Special collections will be expanding our local community-based archival collection. Unique donations such as the Mike Graston political cartoon archive, Windsor Star photo archive, Black History items, and Windsor Pride items are currently undergoing processing to share with our community in the coming years.
- Following in the footsteps across other units on campus, the Leddy Library will be creating an Equity, Diversity, Inclusion (EDI) committee to embed EDI values into our various practices. This means making sure that our spaces are inclusive, that we look to enhance our collections to reflect the communities we serve, and we contribute to building a diverse workforce through our intentional recruitment and retention practices.
- As faculty transitioned their face-to-face instruction to the remote learning environment, many have considered adapting their previous teaching methods to include some of benefits and best practices that virtual learning exposed to their future teaching methods. Instructors and graduate students who wish to create high quality and professional virtual experiences for students may not have the technology, space, and resources needed at home or in departmental offices. The library intends to launch a teaching studio to facilitate the creation of engaging learning experiences for faculty and graduate students use.
- The library has embraced new communication technology while adapting to the evolving pandemic restrictions. Online consultations have proven to be an effective and convenient way to deliver research consultations to patrons. The library will explore options to keep virtual consultations as part of its core research services.
- The library intends to develop a new system for statistical collection to measure the impacts of our resources and activities in relation to our budget capacity to use for future reports.

E. Recommendations for Senate consideration

- It is expected that the strategy for Research Data Management will go forward to Senate for support. The development of this strategy has been led by Leddy Library, the Office of Research and Innovation Services (ORIS), and Information Technology Services (ITS) in response to the Tri-Council.
- Regular consultations to discuss collections and services that enhance the student and faculty experience are needed. The library team will be working directly with faculty to raise awareness about budget realities and to renew partnerships with our campus faculties. The goal of these discussions is to create a shared understanding of possible budget solutions while simultaneously serving our campus community through our resources and services in a positive way.

Appendix A: Library Service Timeline During COVID-19



The Leddy Library was able to safely welcome **over 400 students** to the library to use personal study rooms and computer workstations.



4,538 books were loaned to patrons through the new Contactless Pickup service.



Roughly **7,000 pages** were scanned and delivered to patrons through the new Digital Delivery service.



717,378 electronic resources were downloaded/used.



June 2020

The Access Services team returns on a rotated schedule to implement and facilitate Contactless Pickup and Digital Delivery services.

September 2020

Leddy Library opens with modified services for the fall semester. Library spaces are made available for use by appointment only and all other services continue to be offered online/remotely.

February - June 2021

Select services begin to re-open at Leddy Library including computer workstations, personal study rooms, personal study pods and the Research Data Centre.

March 2020

Leddy Library closes in alignment with the University. The library staff and librarians quickly adapt to make key services available online.

July 2020

The library opens the building for personal appointments to use computers and study space. Some staff return at a 50% capacity.

December 2020

Windsor-Essex County moves back into grey lockdown status and the library reverts physical access to the building. Contactless Pickup, Digital Delivery and remote services continue into the new year.

In 2020 the Leddy Library purchased 30 personal study pods to be placed throughout the library to allow for physically distanced study space.