

**University of Windsor
Senate**

*5.2.3: **Leddy Library Annual Report**

Item for: **Information**

Forwarded by: **Academic Policy Committee**

See attached.

Leddy Library Annual Report (2021-2022)

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 University Archives and Special Collections, the Centre for Digital Scholarship, and the Academic Data Centre.

The library houses a collection of almost **2.1 million** titles in all formats, including roughly **1.1 million** unique e-book titles and **110,000** e-journal titles. There are more than **18,000** digital objects available through the Leddy Library's institutional repository, Scholarship at 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. In the reporting year, Leddy Library users conducted **1.12 million** unique searches in our databases and viewed **1.27 million** items records.

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. Print resources continue to circulate and through our partnerships with OCUL (Ontario Council of University Libraries), the campus community can now search and borrow resources from over 16 Ontario university libraries. Launched in January of 2022, the Automated Fulfillment Network (AFN) facilitates requests between institutions, through OMNI (the library catalog) allowing faculty and students from partnering libraries to access the Leddy Library's extensive collections, while also providing our faculty and students access to their collections. Since the launch in 2022, our campus has borrowed **1,099** resources from partnering institutions, and we have loaned **2,256** resources from our collection to others.

Our virtual branch, the Leddy Library website, is as important as the two buildings that contain our campus physical environment. It connects library patrons near and far with our services and collections. In the Fall 2021 semester, the Leddy Library launched its new website. 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*. From September 2021 – June 2022, the library homepage was visited **217,265** times.

Like other units on campus, the Leddy Library adapted services to meet the needs of the university community while complying with provincial and campus health and safety regulations due to COVID-19. The 2021-2022 academic year was a time of transition as the University slowly returned to campus activity. The Leddy Library was integral to ensuring students had a safe space on campus to study, and access resources and technology. The library officially re-opened to students in the Fall of 2021. With new capacity restrictions and enhanced health and safety measures, the Leddy Library welcomed over **37,000** visitors, with an average of 150 visitors in the building at any given time. After the holiday break, the Winter 2022 semester saw an increase in library hours and welcomed **57,303** visitors during the semester.

During this transition, the library continued to offer modified services such as Print Pickup and Digitization to ensure users had access to the library's physical collections. The library processed **1,665** print pickup requests and loaned out over **10,000** items through this service. Over **500** digitization requests were processed via the Digital Delivery service. With the library being one of the main spaces open on campus, we were also able to assist our campus partners in circulating other essential course materials such as kits and cameras for Forensic Sciences (FRSC 3105) and Biology (BIO 2071).

With classes transitioning to hybrid methods, the library converted spaces such as the graduate study rooms, to personal study rooms to provide students a non-disruptive space to take part in online classes. In total, **44** rooms were available for users. During the reporting year, these rooms were reserved over **15,000** times, and used by students for over **45,000** hours. Due to popularity, this change has become permanent, and students can book these rooms regularly.

The teaching and instruction work of librarians also adapted throughout the reporting year. With some classes remaining remote and others moving back to campus, the library delivered **41** teaching presentations using virtual technology such as Microsoft Teams and Zoom and delivered **40** teaching presentations in person. In addition to in person and virtual classes, librarians and library staff also connected with students and faculty through in person and remote research help. The library responded to **242** research requests via email. Starting in February 2022, when the campus resumed some in person classes and campus resources, the library re-launched in person research help, after a pause of almost two years. A new service desk was set up to follow all distancing rules and the library initiated an on-call model where librarians would be called out to assist whenever someone on site needed research help. While many users remained remote, the library did assist **72** people with research questions, on site, during this five-month period.

B. Goals and Objectives of Reporting Year

1. *Provide an exceptional undergraduate experience:*

The Leddy Library continues to be responsive to the changing needs and requests of undergraduate students. In the 2021-2022 academic year, the impact of the pandemic continued to occur. While many students returned to in-person learning, many students began their on-campus experience for the first time. Ensuring that undergraduate students have the space, technology, and support for their success is an ongoing priority for the Library. Leddy also continues to develop as a site for experiential learning on campus, with new opportunities emerging each year.

- The Leddy Library reopened to students in the fall of 2021. With classes taking place both online and on campus it was critical that the library be open to students to support their studies in a safe manner. Students and staff were required to download the Safe Lancer App and complete daily self-assessments to attend campus.
- The Leddy Library officially launched its new website in September 2021. The new website includes a transformed homepage and navigation menu to make it easier for students to find the information they use most frequently and to stay up to date on library news.
- The Leddy Library started lending laptops in November 2021. The library secured a limited number of Chromebook laptops for patron use. Active University of Windsor students, faculty, and staff with no outstanding fines were eligible to borrow a laptop for a 24-hour loan. This borrowing practice continues to be offered.
- In effort to provide activities to reduce stress, in the wake of final exams, the Leddy Library partnered with the Wellness Office to host *Comfort in Colour*, a mindful painting event for students led by UWindsor artist and Leddy Library staff member, Laura Pepper.
- During the Fall 2021 semester, many campus and community buildings were closed, and the Leddy Library was a popular space for Communication, Media, and Film students to film projects. The library saw an increase in student requests to use library spaces as locations for their films.
- University of Windsor Masters student and Anti-Black Racism Student Leadership grant recipient, Willow Key, in collaboration with Leddy Library's Centre for Digital Scholarship, Archives and Special Collections, the Essex County Black Historical Research Society, and Windsor Law's Centre for Cities launched *We were here: Recovering the stories of Windsor's McDougall Street Corridor*, a project that examines the history of the Black community in a central Windsor neighbourhood and the urban renewal project of the 1960's that displaced many residents. The final product will include a digital exhibit to highlight the region's unique history and share how the redevelopment plan impacted Black homeowners and businesses in the neighbourhood.

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

Leddy Library continues to support and enable the creation and long-term stewardship of the scholarship produced at the University. The library provides access to resources and services that supports across the research process. Supporting open access, sustainable scholarly communication models, and new modes of dissemination are areas of continuing importance and development for academic libraries across Canada.

- To celebrate International Open Access Week the Leddy Library hosted an online lecture that discussed how the partnerships between Coalition Publica, libraries, and scholarly journals are transforming the availability of original scholarship produced in Canada, and how the University of Windsor's Leddy Library publishing services can help researchers, authors, prospective editors, and graduate students. The Leddy Library continues to explore and expand this work.
- UWindsor English professor Thomas Dilworth's commercially published biography on war veteran and artist, David Jones, is now available as an open-access online resource, thanks to Leddy Library's scholarly publishing services. The new digital version is a slight revision of the original transcript that is three times longer than the print publication and includes 174 more reproductions of Jones' artwork.
- During the reporting period the Academic Data Centre provided data support to 752 users (students, faculty, and staff) across all support modalities (in-person drop-in, email, in-person/virtual consultations). In addition, the Centre hosted eight workshops, taught lectures to campus departments, and facilitated Ignite Student work placements for two UWindsor students.
- The Statistics Canada Research Data Centre (RDC) had 9 active projects during the reporting period in which individual faculty and graduate students and teams of researchers investigated a wide range of topics for publication in scholarly journals, Ph.D. dissertations, and master's theses. The nature of support involved answering questions and helping with RDC applications, and for successful applicants, providing statistical assistance inside the RDC.
- In January 2022, Leddy Library launched the Automated Fulfillment Network (AFN) in partnership with 16 other Ontario university libraries that facilitate requests between institutions, through OMNI (the library catalog) and partner institution holdings. This partnership provides UWindsor students with access to physical resources from 16 partner institutions across the province and gives partnering libraries to access the Leddy Library's extensive collections. In addition to borrowing from other libraries, patrons are also able to request material pickup at any of the partner locations.
- The complete collection of The Windsor Review is now available as an open-access resource online. Leddy Librarians in Scholarly Communications and the Centre for Digital Scholarship work to provide open and stable methods for knowledge preservation, mobilization, and dissemination.

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

The staff and faculty of Leddy Library demonstrate their commitment to and passion for the students and faculty of the University of Windsor every day. The people of Leddy Library are a key reason that students and faculty recognize the library as a safe, welcoming, and supportive space. The values and priorities of Leddy Library are reflected in ongoing and new initiatives by and for the staff and faculty. Leddy also ensures that faculty and staff across campus have seamless access to the services and resources offered by the library.

- The Leddy Library's course resource system, Leganto, is steadily growing in popularity among faculty. During the reporting period 968 reading lists were created connecting students in 33 departments to over 9,000 resources required for their courses.
- After launching in February 2021, Leddy Library 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) has continued to operate in the reporting period. The club gets together bi-weekly to 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.

- *The North was our Canaan: Exploring Sandwich Town's Underground Railroad*, a collaboration between the Leddy Library's Centre for Digital Scholarship and the Essex County Black Historical Research Society, was honoured with Lieutenant Governor's Ontario Heritage Award for its work in preserving the unique history of local Sandwich Town through a documentary film. The award recognizes exceptional projects in heritage conservation completed over the last year.
- Dave Johnston, Access Services Department Head, was honoured with the Excellence in Leadership Award during the 2022 Employee Recognition Awards. When the library team returned to resume essential library services during the COVID-19 shutdown, Dave considerably and carefully planned how to return the Access Services department to the physical work environment. His leadership in this capacity set an example for the rest of the library team and other campus areas on how to safely return to the on-site work environment.

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

Leddy Library plays important roles within the region, offering a welcoming and inviting space for the community to engage with the University. Leddy Library's events and initiatives capture not only the attention and interest of our staff and students, but also the wider community. The Library and Archives also have a critical and growing role in collecting, stewarding, and preserving the rich and unique history of the region.

- The Leddy Library partnered with the Centre for Canadian Baseball Research to launch the *Journal of Canadian Baseball*. This new publication featuring articles in English and French from community and academic researchers has been added to our collection of open journal publications
- *Treaty Canoe*, a full-size art installation by artist Alex McKay (BFA 1990), was displayed in the Leddy Library's Student Research Collaboratory for the 2021 Treaties Recognition Week.
- Following the success of the 2020 film *The North was our Canaan*, the Leddy Library's Centre for Digital Scholarship in partnership with the Essex County Black Historical Research Society launched a new project, *Across the River to Freedom: Early Black History in Sandwich Ontario*, to share chapters of Sandwich Town's history.
- The Leddy Library and the UWindsor community launched a digital reading list to recognize Black History Month. Each day during the month of February one recommendation from the list was shared on the library's social media channels and featured in an online collection on the library's website. This reading list continues to be available for the campus and community.
- Leddy Library's geospatial data analyst, Carina Luo, designed a web application to raise awareness about climatic hazards in the area, particularly flooding and extreme heat. Geospatial Information Systems (GIS) assist with spatial analysis and visuals to geographically-based research problems. GIS Services are available through the Academic Data Centre.
- Leddy Library joined campus initiatives to honour Orange Shirt Day. Orange hearts were displayed in the library Collaboratory along with a book display to share resources about residential school and Orange Shirt Day. *Every Child Matters* buttons were made and shared to support the Orange Shirt Day Walk and other campus initiatives and events.

5. **Promote international engagement:**

The staff and faculty of Leddy Library participate and promote issues and initiatives that reach international audiences. Librarians' membership on international professional, academic associations and societies help to ensure the library at the University of Windsor remains an important voice on timely issues.

- The Leddy Library's geospatial data analyst, Carina Luo, created a story map to educate and raise awareness about the residential schools that operated in Canada to help educate the campus and

community as part of the UWindsor Orange Shirt Day Initiatives. In addition, another application was created for GIS Day in November to raise awareness of the water crisis in First Nation communities.

- When the conflict began in early 2022 between Ukraine and Russia, Shine Bright YQG launched in Windsor to show support for Ukraine by distributing sunflower seeds to paint Windsor yellow in solidarity with Ukraine. The Leddy Library in collaboration with Shine Bright YQG gave away free sunflower seeds to the campus community.
- The Leddy Library is part of a collaborative project launched by the Canadian Association of Research Libraries (CARL) and the Association of Research Libraries (ARL) to facilitate the implementation of the Marrakesh Treaty in libraries in Canada and the United States. The treaty aims to increase equitable access to information and scholarly knowledge to individuals who experience vision barriers. Librarian, Pascal Calarco, is one of two CARL Program Officers appointed for the project.
- Data Librarian, Berenica Vejvoda, presented her emerging research on Equity, Diversity, and Inclusion as it relates to the practice of research data librarianship to national and international audiences at three conferences. She addressed the International Association for Social Science Information Service and Technology (IASSIST) and the Registration Data Access Protocol (RDAP) conferences, as well as researchers at the International Institute of Social Studies in the Hague. Partly informed by her doctoral work in the School of Social Work, Berenica's research explores the need to structurally situate data in a cultural, political, and social context to ensure data does not become a structural oppressor that discriminates and stigmatizes traditionally marginalized groups. The application of the principles of data inclusivity across the stages of the research data lifecycle was discussed as a means to mitigate this risk.
- The English Conversation Group (ECG) at the Leddy Library continued to offer virtual sessions for the 2021-2022 reporting year following the COVID-19 pandemic restrictions. 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 424 students joined during the reporting period from countries all around the world such as India, China, and Turkey.
- The Scholarship at UWindsor repository is a service of the Leddy Library and the University of Windsor that not only provides free and open access around the world to the scholarship and research of the University of Windsor, but also satisfies the Canadian Tri-Agency Open Access Policy on publications. In the 2021-2022 reporting year, there were 768,444 downloads from over 223 countries.

C. Successes

- Planning, design, and construction to re-imagine three library spaces into wellness rooms was completed during the reporting period. Construction began in early 2022 and were ready for the fall semester.
- As faculty transitioned their face-to-face instruction to the remote learning environment, many have adapted their previous teaching methods to include virtual teaching methods. The Library created a technologically rich and engaging space to facilitate the creation of engaging learning materials.
- A new policy was developed to waive borrowing fees for Indigenous community members. Community members who self-identify as First Nations, Inuit, and/or Métis will be able to get a free external borrowers card. External borrowers can borrow material from the Leddy Library and the Paul Martin Law Library.
- The Leddy Library continues to be a vital part of the academic experience and was a leader for campus re-opening. During the reporting year the library was one of the first buildings on campus to allow the return of students and staff. Because many buildings continued to have limited access, the library was able to help campus partners by acting as a pick-up service point allowing students to pick up essential course items such as cameras for Forensic Science (FRSC 3105) and Biology (BIO 2071).

D. Challenges

- The evolution of the pandemic and the resulting changes to the University's plan to Return to Campus have posed challenges to Leddy Library and many campus units. During the reporting period the University implemented Safe Lancer scanning stations that required the library to re-assign and contract additional support to monitor the library's main entrance, including the installation of a new key fob system.
- In tandem with the return to campus plans the University launched a Flexible Work Arrangement program for staff and faculty. The equitable implementation of FWA poses challenges for the library, as the library is a front-facing service where many employees hold roles directly related to physical space and resources in the library.
- In the reporting year, the University of Windsor transitioned to a cashless campus model that impacted the payment of library fines and print card operations. Adding funds to print cards was problematic for students as the only working machine to add funds to UWinCards is in the CAW Student Centre. The new model continues to raise challenges regarding print card sales and supply.
- At the end of the reporting period, the entire University was affected by a significant cyber security incident. The impact on the library was far reaching. The library was unable to provide internet access or printing services to neither staff nor patrons of the library. In addition, access to the library's website and electronic resources became inaccessible. The library found alternative ways to ensure that users had access to critical resources they required. Many of the library's digital collections were inaccessible for an extended period. The consequences of the cybersecurity incident will continue to be addressed in the coming years and will have significant resource and budgetary impact.
- Leddy Library continues to provide computer access and support for UWindsor students and community members, ensuring students have access to up to date, modern, and secure computing and peripherals will require investment.
- Building maintenance continues to be a challenge for the library. The Leddy Library staff must be responsive to the declining infrastructure. For example, both the west and main building continue to succumb to water issues that require immediate action to protect resources in the area.

2. Report

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

The Leddy Library's 3-year Strategic Plan was operational from 2018-2021 and enabled the library to work collectively to track progress and completion of the library and its various departments goals and initiatives. From 2018-2021 the library embarked on several priorities outlined within its Strategic Plan that supported the University of Windsor's goals to provide an exceptional undergraduate experience, pursue strengths in research and graduate education, recruit and retain the best faculty and staff, engage in community partnerships, and promote international engagement. The Leddy Library looks forward to building a new strategic plan in alignment with the University's *Aspire Together for Tomorrow* strategic plan.

B. Future Actions/Initiatives

Progress Report on Future Actions and Initiatives: 2021/2022 Annual Report

1. **2021-2022 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.

Update: During the reporting year the Leddy Library re-imagined three spaces in the library to dedicate as Wellness Rooms. Construction began at the end of reporting period and were open to students in time for the Fall 2022 semester.

2. **2021-2022 Initiatives:** 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.

Update: With more classes and events providing online and hybrid options, the Leddy Library purchased laptop computers for students, faculty, and staff to borrow.

3. **2021-2022 Initiatives:** 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.

Update: The Archives and Special Collections dedicated significant work toward archiving and scanning over 2600 cartoons donated by editorial cartoonist, Mike Graston. The library is working with advancement and the Office of the President to plan a formal donor recognition ceremony to take place in the fall of 2022.

4. **2021-2022 Initiatives:** 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.

Update: Although this remains an important goal, an initial consultation determined that an assessment and reflection is required before a committee is formed. The Library continues to strive for inclusive spaces, enhancing our collections and building a diverse workforce. Four areas need consideration before moving forward including: decision making authority for the committee, lived experience from more than one racialized individual, true EDI expertise, and explicitly named barriers which are understood by the unit/organization.

5. **2021-2022 Initiatives:** 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

Update:2022 saw the creation of the teaching studio. Working with the Centre for Teaching and Learning, this space includes a green-screen wall, cameras, and recording equipment. This space has been requested by faculty members and we plan to promote the space to our faculty and students in 2023.

6. **2021-2022 Initiatives:** 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.

Update: Traditional reference services are evolving, the Library has combined services to include both virtual research sessions as well in-person by using a triage system at the information desk. We are actively consulting with our librarians to assess the best model for research consultations are investigating ways to evolve services to respond to the delivery of research help for students.

7. **2021-2022 Initiatives:** The library intends to develop 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.

Update:The library continues to work towards ensuring open and transparent collection, analysis, and sharing of service data. There is recognition that we must create streamlined and open data collection and dissemination practices. This work was not completed this year.

In the current reporting year (2022/2023) Leddy Library is pursuing the following specific actions and initiatives:

1. The Leddy Library's 3-year Strategic Plan operated from 2018-2021 and enabled the library to work collectively to track progress and completion of the library and its various departments goals and initiatives. The Leddy Library looks forward to building a new strategic plan in alignment with the University's Aspire Together for Tomorrow strategic plan in the current reporting year.
2. Alongside other academic libraries across Canada, Leddy Library will begin to explore how the subject headings, used by the library, can be updated in order to best reflect identities, histories, cultures, modes of understanding, and the traditional knowledges of the First Nations, Inuit and Metis communities (Indigenous Communities).
3. In early 2020, Leddy Library embarked on a systematic, comprehensive evaluation of its print circulating collection with the intent of identifying materials suitable for deselection (withdrawal) from the library. The Leddy Library Collection Review and Deselection Project has included careful qualitative and quantitative analysis and a thorough review by each liaison librarian of titles in their respective subject areas and will begin remove the identified items from the collection.
4. The Leddy Library was the recipient of an extensive collection of more than 2,600 political cartoons by well-known social commentator Mike Graston. They have been donated to the University of Windsor's Archives and Special Collections. The Library intends to plan an exhibit and event in Fall 2022 to recognize and thank Mr. Graston for the generous donation.
6. Construction for the Wellness Rooms, scheduled for completion by August 2022, will be available to students by the start of the Fall semester.
7. A "Teaching and Learning Group" (TLG) will be formed with the goal of re-energizing the teaching and learning culture in the library, and to encourage collaboration with librarian work.
8. 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. The completion of this plan took a significant amount of time as well as financial resources. With many capital projects currently taking place on the UWindsor campus, the library continues to advocate for a commitment to renovate the buildings and activate this master space plan. The Leddy Library continues to endure space, facility, and maintenance challenges. Investment in the library infrastructure will ensure that the library is able to better meet the current and evolving needs of students, faculty, and staff.

Recommendations for Senate consideration

N/A

QUICK FACTS & STATISTICS



10,216 items were loaned to patrons through the Request for Pickup service.



524 items were scanned and delivered to patrons through the Digital Delivery service.



968 course resource lists were made that shared **9,494** resources for **33** campus departments.



The UWindsor community has borrowed **1,099** resources from partnering institutions, and we have loaned **2,256** resources from our collection to others through the Automated Fulfillment Network (AFN).



The Leddy Library was able to safely welcome **over 94,000 visitors** to the library.



1.12M database searches (unique searches in a database)



1.27M item investigations (times that patrons looked at a library record or followed the 'Get it' button)



718k unique item requests (times that patrons accessed a full-text journal article)



44 graduate study rooms were converted to personal study rooms. They were reserved over **15,000** times, and used by students for over **45,000** hours.

September 2021

Leddy Library re-opens under capacity, masking, vaccine, and social distancing guidelines for the Fall 2021 semester. Employees return to in-person work on a modified schedule.

December 2021

Campus closes for lockdown with the new threat of the omicron variant. Library offers curbside pickup and personal study rooms only.

January 2022

Leddy Library re-opens under capacity, masking, vaccine, and social distancing guidelines for the Winter 2022 semester.

March 2022

Capacity and social distancing changes allow for increased occupancy and return of group study rooms.

May 2022

University returns to 100% presence of staff and faculty on campus. Screening and vaccination policy suspended.

June 2022

Campus wide systems outage impacts library computer, internet and printing services.