

University of Windsor
Senate

5.2.1: **Leddy Library Annual Report (2022-2023)**

Item for: **Information**

Forwarded by: **Academic Policy Committee**

See attached.

Leddy Library Annual Report to APC, 2022-2023

Introduction

The Leddy Library facilitates and transforms learning, teaching, and scholarship by providing expertise, services, physical space, and collections of resources and materials to meet the needs of our community of students, staff, faculty, and researchers.

Area's Goals and Objectives of the Reporting Year and the University's Strategic Plan

I. Addressing Foundational Commitments:

1. Establishing and Implementing an Institutional Data Strategy

The Leddy Library continues to foster improvements and lend expertise to help establish and implement an Institutional Data Strategy. During the reporting period the following activities have been prioritized:

- Leddy Library is a critical resource for comprehensive bibliometric data and research metrics. Our professional librarians offer expert guidance to ensure the responsible use of research metrics by faculty and the institution. Aligned with the University's commitment to inclusive definitions of research, scholarship, and creative activity, the Library advocates for the collection of broad and inclusive data and metrics and subscribes to the SciVal database, a principal provider of bibliometric data for institutions.
- An important tool for maintaining precise researcher and institutional research metrics is the ORCID ID. Leddy Library not only funds the University of Windsor's institutional membership but also actively promotes and facilitates the establishment of ORCID IDs for University of Windsor researchers. Presently, there are 1,265 ORCID IDs affiliated with the University of Windsor, reflecting an increase of roughly 300. This strategic initiative enhances the accuracy and integrity of our research metrics.
- The Leddy Library is committed to enhancing transparency by expanding the accessibility of its usage data. The Library's objective is to provide insight into the activities and services and is actively refining processes for the collection and dissemination of data on library services and user interactions. This valuable information is shared with our partner associations, fostering collaboration and informed decision-making.
- The Leddy Library digitizes and provides access to key University records which provide the basis for selective institutional data. Details on the 2022-2023 initiatives are provided in Priority #6 (*Generating Local and Global Impact through Partnership and Community Engagement*).

2. Foster Resilience and Institutional Learning through Connection, Reconnection and Collaboration

The Leddy Library strives to foster cross-campus collaboration internally and externally with the Windsor community to increase the experience and information literacy skills of our students and research support for our scholars. During the reporting period the following activities have been prioritized:

- The Library provides spaces for students and faculty to come together for academic and social purposes. The Library continues to increase the number of group study and meeting rooms available to the campus community. Expansion and enhancement of library spaces allow employees, students, and communities to come together at the University in a welcoming and safe environment. In 2022-2023, some group study rooms were equipped with large TV monitors for students to connect their laptops and collaborate with peers.
- Members of the Leddy Library staff and faculty sit on numerous campus and academic committees to help build engagement and increase partnerships. For example, Leddy Library has members on both the Canadian Association of Research Libraries (CARL) and the Canadian Association of University Teachers (CAUT), which allow us to connect, share, and collaborate to contribute to best practices and set standards across Ontario and Canada.
- The Leddy Library leverages its provincial and national consortial memberships, alongside collaborative partnerships with academic libraries, to ensure optimal and efficient services for our campus and the broader university communities. A strategic alliance with the Ontario Council of University Libraries (OCUL) facilitates the sharing of digital and print library resources among universities, enhancing material accessibility through collective purchasing. This collaborative approach extends access to valuable resources and promotes cost efficiency in providing academic library services throughout Ontario. Additionally, as a consortial member of the Canadian Research Knowledge Network (CRKN), Leddy Library benefits in large-scale licensing and content acquisition initiatives. CRKN's representation of knowledge organizations across Canada supports the development of digital infrastructure, ensuring the preservation and accessibility of essential Canadian content and documents.

3. Continue to Foster and Build Welcoming, Inclusive and Engaging Physical and Virtual Spaces

The Leddy Library’s spaces serve as a welcoming hub for the entire campus community. The Student Research Collaboratory and workshop rooms provide campus partners a space where they can connect and collaborate with colleagues and students. During the reporting period the following activities have been prioritized:

- Open approximately **4,800 hours** a year, the Library provides a welcoming and safe space for students to study, complete research, and collaborate with peers. Students appreciate access to the library until 2am Monday to Thursday. Library visitors increased in September 2022 following the return to campus activities after restrictions from the pandemic lifted and has continued to increase. In 2022-2023, the library welcomed **489,068 visitors**.

Reporting Years	2021-2022	2022-2023
Number of Visits	111,053	489,068
Website Visits	217,265	637,769

- The website is the library’s virtual branch which continues to be refined and improved in terms of usability, accessibility, and comprehensiveness, as it is a key conduit into library resources and services. During the reporting year, there were **637,769** visits to the library homepage.
- While building maintenance is among top priorities, the Library has prioritized essential repairs in the West building. These include replacing and fixing the windows, re-doing parts of the roof as well as fixing several HVAC and plumbing challenges due to both weather and age. The Library has also made several accessibility enhancements including the addition of more

wheelchair accessible tables in the main building, an accessible exit door (near the information desk), as well as enhanced accessible actuators at the building's exit and entry points. Lighting has also been improved in both public and staff spaces. To assist with sustainability on campus, all lighting at the library now works with automatic sensors. Where possible, staff areas have also been equipped with a dimmer to accommodate the comfort and needs of staff.

- The Library community continues to advocate for the University's investment in a full renovation and revitalization of the library's physical space. Since 2007, three architectural plans have been created. The prioritization of a master space plan to revitalize the entire library would be beneficial to the whole campus.

4. Ensuring that Faculty & Staff Have the Skills and Support to Maximize Impact, Growth, & Engagement

In 2022, the Leddy Library received the results of the Employee Engagement Survey and created a library engagement team to address challenges identified to support our staff. The Library focused on three themes which were: Communication, Innovation, and Mental Health. During the reporting period the following activities have been prioritized:

- Innovation and mental health were two areas of priority that arose from the responses to the Employee Engagement survey. The Innovation and Development team has created multiple staff development and training opportunities planned for the upcoming year, such as Using LinkedIn Learning and Using One Drive. This team has also prioritized helping staff find other training opportunities across campus through a "one stop shop" training channel.
- The Leddy Library completed an external review of the Systems Department. Key recommendations from the review centered around four main themes – technology, team, culture, and the relationship with ITS. Since its completion, the systems department has done significant work within these four themes including launching a ticketing system, improved communication with ITS, encouraging professional development, and training for leads and back-ups (to eliminate single points of failure).
- Leddy Library has partnered with Marium Tolson-Murty (Director, Anti-Racism Organizational Change) as well as Matt D'Asti (Director, Campus community Police) to assist staff in addressing the library behaviour code with students. Also, the Library has worked with these partners to address student mental health and staff mental health when dealing with crisis situations.
- Through the Library Engagement process, the staff will be exploring how our team can best take the opportunities to both learn from each other and what the campus has to offer. These include connecting staff to HR professional development workshops and learning opportunities offered through the Centre for Teaching and Learning.

5. Telling Our Stories and Sharing Our Knowledge

The Leddy Library and its librarians play a pivotal role in supporting our students and scholars by providing essential research assistance across diverse academic fields. Keeping our campus engaged involves actively sharing updates on resources, services, and achievements. By employing a multifaceted approach to communication, the Leddy Library strives to foster an informed and connected campus community. During the reporting period the following activities have been prioritized:

- **Media Recognition:** In 2022-2023, the Leddy Library and its community was featured in the external media more than 15 times. [See: Listing of media instances.](#)
- **University Communications:** Beyond direct communication channels, the library utilizes university platforms such as the *UWindsor Daily News* to highlight the events, news, and the accomplishments and research endeavors of our librarians and staff.
- **Social Media Presence:** The Library maintains active communication channels using Instagram, X (formerly Twitter), Facebook, and YouTube ensuring engagement with the community.
- **Website Updates:** The Leddy Library website houses a dedicated news section providing a comprehensive source for the latest information.
- **Librarian Engagement:** In person communications and relationships that our liaison librarians have with their respective faculties and departments is crucial. Librarians regularly interact with faculty, students, and staff to keep campus constituents informed.
- **Committee Presence:** Members of Leddy Library sit on various campus committees which enables effective information sharing across different departments and faculties.

6. Improving Institutional Processes and Coordination of Services

User engagement and experience are critical components of library services. Our main floor Information Desk fields questions about all library services and assists with questions about the wider campus. During the reporting period the following activities have been prioritized:

- A new online form to streamline the collection of comments and requests from the library community was created. This innovation emerged as a direct outcome of our Employee Engagement exercise, reflecting our commitment to continuous improvement.
- Leddy Library worked with the Special Constable Service to enhance strategies aimed at reducing theft, demonstrating our dedication to ensuring a secure environment for library patrons.
- In partnership with the Director of Anti-Racism Organizational Change, the Leddy Library has undertaken initiatives to approach situations involving students from an anti-racist perspective. This collaborative effort reflects our commitment to fostering an inclusive and supportive library environment for all users.

II. Advancing Strategic Priorities:

1. Advancing Bold, Impactful Research, Scholarship, and Creative Activity

The librarians at Leddy Library contribute to research and scholarship, higher education teaching and learning through publishing, and a variety of resources and services. Services and resources support and enable the creation and long-term stewardship of the scholarship produced at the University. Supporting open access, sustainable scholarly communication models, and new modes of dissemination are areas of continuing importance and development for academic libraries across Canada. During the reporting period the following activities have been prioritized:

- Librarians assist students and faculty members in their research and scholarly endeavours by helping them navigate the complex and evolving information environment. Librarians provide reference work, research assistance, workshops, and curricular instruction across campus. Librarians go where their users are, in the library, on main campus, on the downtown campus, in

distance education venues, remote learning environments, and virtually. Staff and Librarians provided almost 2,600 reference and research transactions during the reporting year.

- On March 1, 2023, the University of Windsor unveiled its institutional Research Data Management (RDM) Strategy, a response to Tri-Agency requirements. Developed in collaboration with the Leddy Library, the Office of the Vice President Research and Innovation, and Information Technology Services, this comprehensive strategy outlines the current and planned RDM capacity for data stewardship and research data management at the University and beyond. Addressing key areas for consideration and investment, the strategy serves as a roadmap for the Tri-Council, the University, and the broader research community. With a focus on fostering ongoing dialogue and collaboration, the strategy will guide Leddy Library and campus partners in establishing services and support to ensure ethical, legal, and compliant handling of research data. The data librarians and library leadership have worked collaboratively with stakeholders since 2017.
- The Leddy Library is developing ways of supporting new forms of scholarship, dissemination, and knowledge translation activities. Supporting digital scholarship, systematic reviews, research data management, open scholarship, and knowledge translation are key areas of growth for the library. Our body of digital exhibits presenting research and scholarship continues to grow and now houses 14 digital exhibitions including: *Across the River to Freedom: Early Black History in Sandwich, Ontario* and *Dr. Queenie Halford Shirley: A Female Pioneer in Electrical Engineering*.
- Ensuring access to research without financial, legal, or technical barriers continues to be a main priority. However, researchers keen on making their work openly accessible increasingly encounter steep charges from publishers. Open Access publishing is crucial for extending readership, removing access barriers, and enhancing the impact and citability of research. Committed to Open Access, Leddy Library collaborates with academic journal publishers to simplify and make affordable the process for University of Windsor authors to publish their articles as Open Access. In 2022 alone, these strategic agreements resulted in savings of approximately USD \$78,710 in article publishing fees, benefiting researchers across various disciplines. The table below captures the money saved by researchers on article processing fees in the 2021 and 2022 calendar year:

Publishing Fee Savings from the 2021 and 2022 Calendar Years	
Centre for Teaching and Learning	\$3,000.00
Faculty of Arts, Humanities, and Social Sciences	\$44,600.00
Faculty of Education	\$15,500.00
Faculty of Engineering	\$23,350.00
Faculty of Human Kinetics	\$6,250.00
Faculty of Law	\$3,255.00
Faculty of Science	\$20,735.00
Odette School of Business	\$6,750.00
Total	\$123,440.00

- In February 2023, a series of three workshops on "*Building Capacity for Research Data Management and Text Data Mining in a JupyterHub Advanced Research Computing Environment*" was offered to the campus and wider community. The workshop series was made possible by funding from Compute Ontario and was a collaboration between Leddy Library,

ORIS, and ITS. Co-organized by Leddy librarians, Berenica Vejvoda and Art Rhyno, researchers were introduced to the functionality and potential of Jupyter, an open-source electronic notebook (ELN) which replicates the paper lab notebook in digital form. Electronic notebooks like JupyterLab facilitate good research data management practices allowing researchers to add observations, protocols, and annotations to their data and code, while facilitating the sharing and reproducibility of their work.

- 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. 2022 marked the 10th anniversary of the repository and the total holdings added over 10 years now reaches **19,623** items, including dissertations and theses, Open Access articles, datasets, and more. In the 2022-2023 reporting year, there were **717,612** downloads from over **227** countries.
- Our collection holdings and subscriptions provide the base for academic research. Our e-resources were consulted over **1,403,899** times with **924, 099** unique item requests.
- As noted in the foundational commitments, the Leddy Library plays a crucial role in aiding researchers and the institution in collecting and analyzing research metrics. This support includes faculty research metrics assistance, access to SciVal subscriptions, institutional membership in ORCID ID, active promotion of ORCID IDs, and dedicated efforts in advocating for and educating on responsible and inclusive research metrics.
- To celebrate International Open Access Week the Leddy Library hosted a hybrid lecture that focused on climate justice to encourage connection and collaboration among the climate movement and the international Open Access community. The lecture featured talks from climate scholars Allison Gray and Jamey Essex. The Leddy Library continues to advocate for Open Access work.
- Leddy Library also contributes to the research mission of the University through the scholarship, research, and creative activity of our members. [Explore our comprehensive list of scholarly publications.](#)

Advancing Bold, Impactful Research, Scholarship, and Creative Activity by the Numbers	
# of in-person reference transactions	1841
# of virtual reference transactions	755
# of University of Windsor affiliated ORCID IDs	1265
Institutional investment (membership) of ORCID	~ \$5000
# of items in the institutional repository	19,623
# of items added to Institutional Repository	855
# of Omni searches	653,574
# of unique item requests (Number of times that a full-text article or book was accessed)	924,099
# of e-resource item investigations (Activity in a database without a full-text request. Abstracts viewed, image or primary source-document accessed, video/audio played)	1,403,899
# of scholarly peer reviewed articles publications by Leddy faculty	7
# of scholarly and research presentations by Leddy Faculty	29
Value of grants including librarians as investigators	\$336,243

2. **Advancing the Journey toward Truth and Reconciliation**

The Leddy Library continues to foster reconciliation and learning about Indigenous ways of knowing and decolonization. We have worked with our Indigenous colleagues on campus to prioritize the following activities during the reporting period:

- In the summer of 2022, an art installation was created in the Leddy Library to honour Orange Shirt Day. Located in the library's main stairwell, the installation contained roughly 6,000 small orange shirts strung together to acknowledge the unofficial number of unmarked graves of Indigenous children found on the grounds of former residential schools in the U.S. and Canada. The installation included resources to encourage viewers to learn more about the history and impact of residential schools.
- In May 2023, the University of Windsor community was invited to the first Indigenous Research and Scholarship Forum. From this forum, a collection of readings arising from the conversations was created in Leddy Library's featured collections.
- In June 2023, with the mentorship of Jaimie Kechege, Learning Specialist (CTL), the Leddy Library invited staff and librarians to join the Indigenous Perspectives, Experiences, Acknowledgement, Reading, and Learning (PEARL) Environment. This group was formed as an opportunity to meet with other librarians and library staff from both the Leddy Library and the Law Library along with Indigenous members of our university community.
- Leddy Library has joined the National Indigenous Knowledge and Language Alliance (NIKLA). The mission of NIKLA is to unify and amplify the voices of Indigenous Peoples (First Nations, Métis, and Inuit) to network and nurture a community of practice related to Indigenous knowledge, cultural memory, language, and Indigenous ways of knowing. Leddy Library supports the project through its financial and resource contributions. One of the first projects undertaken by NIKLA is the Respectful Terminology Platform which aims to ensure terminology used to describe and catalogue resources relating to or about Indigenous peoples, history, or ways of knowing is updated, respectful, and representative.
- To celebrate Indigenous history month, Jennifer Soutter, Indigenous Outreach Librarian, curated a digital reading list of resources to help others get started on learning about Indigenous Allyship. This list features six sections related to being on the land in this geographic and cultural area, each curated to educate and encourage others to reflect on learning about Indigenous communities, their history, and what it means to be an ally. The Indigenous Outreach Librarian also mentored the co-op student on Indigenous allyship, sits on the Indigenous Education Council as a guest, works with the CTL Learning Specialist to share knowledge and acquire resources, and offers time and resources for assisting in planning and running various events across campus.

3. **Becoming an Increasingly Equitable, Diverse, Inclusive and Just University**

The Library's commitment to being an Increasingly Equitable, Diverse, Inclusive, and Just University includes creating collections, services, and spaces to ensure that the library is place where we enable our campus community to learn more about equity, diversity and inclusion. During the reporting period the following activities have been prioritized:

- In Winter 2022, the Leddy Library began their search for a librarian in association with the Black Scholars Hiring Initiative. Antoinette Seymour from the Bahamas was the successful candidate from the Library search. Antoinette holds a Master of Information Management from the

University of Glasgow, a Master of Educational Administration, Management and Policy from the University of Bristol, and an honours BA in Communications from the University of Windsor. Antoinette worked as a faculty member and held managerial roles at the University of the Bahamas and has a passion for Archives. She is excited to be returning to the University of Windsor and has fond memories of the time she spent here as a student.

- In recent years, librarians have made intentional efforts to ensure that the collections within Leddy Library reflect the University of Windsor community. Increasingly, featured collections on the website are used to highlight resources in the library such as: Anti-Black Racism, International Transgender Day of Visibility, 2SLGBTQIA+ Stories, Treaties Recognition Week, Asian Heritage Month, and Jewish Heritage Month.
- After launching in February 2021, the Leddy Library Anti-Black Racism (ABR) Book Club –a book club that brings together librarians and staff (from both the Leddy Library and the Law Library) - has continued to meet 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. During this reporting period the group read and discussed *How to be an Antiracist* by Ibram X. Kendi.
- Karen Pillon, Associate University Librarian, was awarded the Employment Equity Award from the Office of Human Rights, Equity, and Accessibility during the 2022 Employee Recognition Awards for her contributions to the advancement of employment equity.
- A workshop on inclusive pronoun training was offered to employees of Leddy Library in October 2022. The training was led by co-op librarian, Kawmadie Karunanayake, and CMAF & Political Science student, Yu Fei Quin.
- In February 2023, Leddy Librarians Roger Reka and Heidi Jacobs initiated a social media and library campaign highlighting 28 Black scientists for Black History Month.
- Following on the Breaking the Colour Barrier project about the Chatham Coloured All Stars, librarian Heidi Jacobs, published a novel, *1934: The Chatham Coloured All-Stars' Barrier-Breaking Year*, about the team. The book was featured on a TVO special, *How a Black Baseball Team from Chatham Broke Barriers*, the CBC's *The Current*, and on the front page of the *Globe and Mail*, along with a spot in its 33 books to read this summer.
- Leddy Library is grateful to be one of the locations providing free hygiene products in washrooms through the Menstrual Equity Project, an initiative of the University's Belonging, Inclusivity, Diversity, and Equity (BIDE) Institute.
- Leddy Library's archivist, Sarah Glassford, joined the Amherstburg Freedom Museum's Black History series of online public talks to discuss elements of Black history and heritage.

4. **Ensuring High Quality, Relevant, and Just Teaching, Learning, & Student Experience for Everyone**

The Leddy Library plays a pivotal role in fostering high quality teaching and learning experience through various means. Ensuring that students have the space, technology, and support for their success is an ongoing priority for the Library. The Library also continues to develop as a site for experiential learning on campus, with new opportunities emerging each year. The following activities took place during the reporting period:

- During the reporting year, the *We Were Here: Documenting Windsor's McDougall Street Corridor* project was completed. This initiative, supported by the inaugural Anti-Black Racism Student Leadership Experience Grant, resulted in the creation of an informative website chronicling the history of the McDougall Street Corridor and preserving oral histories from its

vibrant Black community. Under the mentorship of librarian Heidi Jacobs, archivist Sarah Glassford, and Irene Moore Davis of the Essex County Black Historical Research Society, graduate student, Willow Key, provided outstanding research contributions and garnered community recognition. Her thorough work also sparked a collaboration with Windsor Law's Centre for Cities leading to a broader partnership with the Ontario-CUI My Main Streets community activator funding grant. These successful projects exemplify Leddy Library's unwavering commitment to documenting, preserving, and sharing our communities' rich and diverse stories in archivally sound, creative, and engaging ways.

- The Leddy Library is one of the many student employment opportunities on campus. Leddy Library employed 22 students for more than 6,000 hours during the reporting period. Students had the opportunity to work in archival services, digital scholarship services, information technology assistance, and data and statistical services. These experiential learning opportunities allow students to engage in practical applications of their studies, enriching their educational experience.
- The Academic Data Centre hosted a language skills workshop in collaboration with Continuing Education to provide students in the English Language Improvement Program with training in data literacy, statistical analysis, and research data management. The ELIP level III pathway students were instructed by Berenica Vejvoda, research data librarian, and Rong Luo, learning specialist and statistical analyst.
- In the current reporting year, as part of their regular workload, three librarians taught credit courses within the Faculty of Education (S. Cowan), Faculty of Arts, Humanities, and Social Sciences (T. Bacon), and Faculty of Nursing (A. Mulcaster).
- Leddy Library continues to be a central provider for students' computing and technology requirements, with a growing demand for laptop loans, a service that began in Fall 2021.

Teaching, Learning & Student Experience by the Numbers	
# Information Technology Student Consultant questions	6,208
# of pages printed	534,538
# of laptops loaned	27
# of tutorial visits on website	15,469
# of library instruction sessions	81
# of attendees at the library instruction sessions	3,246
# times of laptop loaned (14-day loans)	701
# of technology loans	8,022
# of classes using course reserves	768
# of loans of physical course reserve items	10,694
# of access/loans of e-reserve items	42,860
# of hours personal study rooms booked	71,817 hours
# of hours group study rooms booked	26,921 hours

5. **Fostering an Engaged, Healthy, Safe, and Environmentally Sustainable Campus**

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. The library staff ensures that patrons across campus have seamless access to the services and resources offered by the library. In the reporting period the following activities have been prioritized:

- In 2022-2023, 11 staff members had an approved flexible work arrangement. Leddy Library limits remote work to one day per week per staff member.
- As space continues to be a challenge, the Leddy Library embarked on a systematic, comprehensive evaluation of its print circulating collection to identify materials suitable for deselection (withdrawal) from the library in 2020. The Leddy Library Collection Review & Deselection Project included careful qualitative and quantitative analysis and a thorough review by each liaison librarian of titles in their respective subject areas to be removed from the collection. A total of 78,661 physical books were withdrawn from the collection. Book giveaways were held in the Winter 2023 semester to allow the community and patrons to keep discarded books. The remaining books were recycled.
- Wellness Rooms aimed to provide relaxing and inviting spaces for students to unwind opened for student use in the Fall 2022 semester. The rooms are available on an open basis therefore use metrics are unavailable.
- Printing services continue to be in high demand despite our enhanced digital environment and expanded sustainable practices such as the provision of digital course reserves, digital access to books and journals, and digital ILL requests. Printing has shown a steady increase since 2017-2018 and in 2022-2023, 1,569,030 pages were printed at Leddy.

6. **Generating Local and Global Impact through Partnership and Community Engagement**

The Leddy Library supports the Windsor-Essex region by offering a welcoming and inviting space for the community to engage with the University. Leddy Library's events and initiatives capture the attention and interest of our staff and students, and the wider community. The staff and faculty of Leddy Library participate and promote issues and initiatives that reach both local and international audiences. Staff and faculty memberships of local and international professional academic associations and societies help to ensure the library at the University of Windsor remains an important voice on timely issues. In the reporting period the following activities have been prioritized:

- An extensive collection of more than 2,600 editorial cartoons by well-known social commentator and artist, Mike Graston, were donated to the University of Windsor's Archives and Special Collections housed in Leddy Library. Graston's editorial cartoons presented a unique look at local, provincial, national, and international events and the individuals who shaped them. To recognize the acquisition a free exhibition and reception took place in November 2022.
- The Leddy Library digitizes and provides Open Access to key University publications. In 2022-2023, Leddy Library completed the digitization of the print volumes of the University Calendars (graduate, undergraduate, general, and other) from as early as 1959 to 2023. 122 volumes of print calendars from the University were digitized and made publicly available on the Internet Archive and through the institutional repository. Additionally, 18 Faculty of Engineering yearbooks between 1973 and 2001 were digitized and made publicly available.
- The digitization of community documents of historical significance has also grown. Twenty-five volumes (1937-1967) of *The Emancipation Celebration* programs were digitized and more than 50 photos from this collection were also added to SWODA image database. These documents

were part of the E. Andrea Moore Collection which was generously donated to the University Archives and Special Collections.

- The Archives at Leddy Library serves as a significant resource for external community members, drawing substantial interest and engagement. Its ongoing participation in Doors Open Windsor reflects this interest. Visitors are captivated by the wealth of historical documents available, including a 1694 book commemorating the construction of the Vatican, the original deed for the land gifted by the Huron where the Assumption Church likely now sits, and local land registry records, currently on loan from the Archives of Ontario.
- To mark the 550th anniversary of the birth of Copernicus, the Polish astronomer known for theorizing correctly that the planets revolve around the sun, the Leddy Library partnered with the Polonia Community to host an exhibit in the Student Research Collaboratory. Many members of the City of Windsor along with Witold Dzielski, the Polish ambassador to Canada, visited the library for the occasion.
- For 10 weeks, 10 women from across the globe met at the Leddy Library for their weekly *Shoe Project* workshop, a program designed to help newcomer women improve their language and communication skills through writing and public speaking. These women were mentored by Leddy Librarian, Heidi Jacobs, and School of Dramatic Art professor, Alice Nelson.

III. Challenges:

- The scope of work performed by academic libraries has expanded greatly over the years. There has been growth in the need for collection access and control, protection of confidentiality and privacy, education and instruction on the complex information environment, scholarly communication support, digital preservation, research data management, digital scholarship, digital and open publishing, and online learning. These are areas that the library continues to build capacity and expertise to properly assist the campus community.
- The building infrastructure continues to challenge the library's evolution in terms of space and services. The original library (now called the West building) opened in 1957 to serve 1,400 students and house a quarter of a million volumes. In 1972, the addition of the (main) building extended the library's capacity by aiming to accommodate 5,500 students and house half a million volumes. Today the two buildings joined by a walkway make up the Leddy Library and hold approximately 1.2 million volumes and serve 16,000 students.

Future Actions/Initiatives

- The Leddy Library will develop a strategic plan which will follow from the University's Aspire Strategic Plan. As Leddy Library continues core services and develops new initiatives it is imperative that the alignment with the University's priorities is evident.
- The Library will continue to maximize the space in the building to address the needs of campus. As the Law Library returns to the Ianni (Ron W.) Faculty of Law Building, it is anticipated that the space on the ground floor of the west building will evolve into a space geared towards collaborative research and graduate space. On the first floor of the main library, the stand-up computers will be removed to make space for additional collaborative spaces for academic and social interactions.
- To continue work on priorities 3 and 4, a child-friendly room will be added to the room options at Leddy Library. One in five students have at least one dependent child. Many students with children struggle to balance their academic responsibilities with their parenting duties. Providing

a parenting room in the library can help alleviate this challenge by offering a dedicated space where parents can care for their children while still having access to academic resources. This initiative addresses the unique needs and experiences of caregivers. Leddy Library is committed to providing spaces that acknowledge and accommodate the needs of a diverse student population, including those with caregiving responsibilities.

- During the current reporting year, the Leddy Library started conversations with the University of Windsor's Graduate Student Society. With the assistance of the offices within the Associate Vice President External, library leadership hopes to steward a donation from the Graduate Student Society which will be invested over multiple years in upgrading and enhancing student spaces in the library.
- The Library will develop its Service Level Agreement with the campus as the next step in the University's implementation of activity-based budgeting (ABB). The Service Level Agreement will define the level of service provided by the library based on the current resources and will outline metrics by which services are measured and what the expectations are for the unit.

Recommendations for Senate consideration (if any)

The library advocates for and would support the development and approval of university-wide records management process. While there is increasing focus on data governance, institutions must employ good records management practice for creating, capturing, accessing, and disposing of records, to fulfill its legal and ethical obligations and meet the expectations of its stakeholders. The context and structure of university records must be properly managed to maintain record security, reliability, and authenticity. A university-wide records management policy would include records retention schedules to ensure records of historical value are preserved within the University Archives, and other records are retained only for as long as they are needed. A University-wide records management program and practice would be based on current professional standards and best practices and will ensure that the context of digitally born records is addressed.