

LIBRARY COMMITTEE

13 June 2012 1400 Meetings Room, The University Library

MINUTES

Members present

Ms R Gwyer (Chair)

Mr A Barrow
Dr S Claridge
Dr J Crellin
Ms A Hindson
Dr D Loydell
Mr A Minter

Dr P Scott
Dr P Starie
Dr J Thomas
Ms L Wildgoose
Ms A Worden

Mrs S Kennedy (Secretariat)

1. APOLOGIES

1.1. Apologies were received from Prof D Ait Boudaoud, Mr G Atuahene Jnr, Ms A Baker, Mr M Pearce, Dr K Peggs and Dr T Sinha

2. MINUTES

2.1. The Minutes of the meeting held on 30 November 2011 were confirmed as a correct record.

2.2. It was noted that the meeting of 7 March 2012 was cancelled as there were no substantive items, minor matters were dealt with by e-mail

3. MATTERS ARISING

3.1. Renewal of Credo 500 and Cambridge University Press deals for one year. This was considered via email, and the deals were both renewed

3.2. Review of Library Committee

As the membership and terms of reference of the Library Committee were due for review, the Chair produced a paper setting out the current arrangements of the Library Committee and asking members for their thoughts on the future direction of the Committee, particularly in the light of the new University Strategic Plan. Members recommended that the Committee should strengthen its links with the research community. They also recommended that the terms of reference should be revised to place the focus on strategic rather than operational issues. **Action RG**

4. INFORMATION PROVISION BUDGET AY 2012/13

- 4.1. The Chair reported that there would be no increase in the Library budget for 2012/13, and with journal inflation running at an average of 9%, this effectively meant a decrease in funds for information provision. The options for the Committee were to cancel some of the top-sliced purchases, or reduce spending at faculty level. The two deals which are due for renewal at the end of the year are Sage and Cambridge University Press, and the Committee agreed to review these and make a decision at the November meeting of the Committee.
- 4.2. The Chair reported that the Library's Data Manager has been working with the Faculty of Science to provide data on journal usage, to inform decisions on future purchases. She is currently carrying out the same exercise with the Faculty of Technology, and will continue this across all faculties.
- 4.3. Ms Hindson provided a paper showing projected Faculty spending for 2012/13 as compared with such spending in 2010/11 and 2011/12. This shows a trend towards a higher percentage of spending on journals compared to books, from 65% in 2010/11 to 85% in 2012/13. Members agreed that this demonstrates the need to focus on reading lists, and to ensure that we manage student expectations.

5. CHAIR'S COMMUNICATIONS

- 5.1. The Chair reported that the Library had undertaken its third period of 24/7 opening for four weeks in May. The Library had been very busy, with the peak occupancy on Bank Holiday Monday afternoon. The Library are currently putting together proposals for extended 24/7 opening, which will be presented to Vice Chancellor's Executive. The Chair also noted that the Library will remain open until 20.00 during the summer vacation, rather than 17.30 as in previous years.
- 5.2. To note that the project led by Dr Arrell which is looking at re-modelling the ground floor of the Library is progressing, with input from the Architecture Project Office, Penoyre and Prasad (the architects of the Library extension) and the various stakeholders of the building.
- 5.3. The Chair reported that the Library will be implementing RFID, which is a method of tagging items to enable ease of automatic issue and return, and audit. This will be implemented over the summer, to be available by start of session.
- 5.4. To note that the Library is investing in a discovery tool, which will enable easier access to items in Library databases and within the Institutional Repository. This would be expected to increase the uptake of journal downloads.

6. THE STUDENT EXPERIENCE

- 6.1. As no members of the Students' Union were present, there was no report on student experience.

7. APPRECIATION

7.1. In their absence, the Chair thanked Ms Baker and Mr Atuahene Jnr for their contribution to the Committee over the past year.

8. DATE OF NEXT MEETING

8.1. The next meeting will be held on 28 November 2012, when members will consider the renewals of Sage and Cambridge University Press.

8.2.Future meetings dates

6 March 2013

12 June 2013