

**University of Sussex**  
**Library Consultative Group**

Notes of the 101st meeting held at 2.00 p.m. on Wednesday, 19 February, 2003  
in the Library Meeting Room

**Present:** William Alexander (Library Support Services Manager), Roger Discombe (USCS), Alan Duffy (EAM), Sara Hinchliffe (New School Admin Manager, Sussex Institute), Mary Hoar (CCE), Sean Goddard (Library Clerical Staff), Margarete Kohlenbach (EURO), Cath Morgan (Reader Services Librarian), Professor Renee Schilling (SMS), Dorothy Sheridan (Head, Library Special Collections), Anna Taylor (BIOLS SJC), Stephen Wharton (HUMS), Rupert Young (EIT),

**Apologies:** Dr. Jane Cowan (CCS), Kristian Berggreen, (Bookshop), Ros Hall (President, Students' Union ), Professor Geoffrey Sampson (COGS), Dr. Luke Martell, (SOCS), Dr. Gareth Rowlands, CPES

766. The notes of the 100th meeting were confirmed subject to the following amendment to the first paragraph of minute 764:

“Professor Sampson commented that he and other readers known to him had been shocked by the Library withdrawal without prior consultation of its copies of the British Museum Catalogue of Printed Books and the National Union Catalog of Pre-1956 Imprints. The Librarian explained that she was aware that this decision was not agreeable to everybody, but it was the best compromise.”

767. Matters arising.

- *Poets & Polymaths: Special Collections at the University of Sussex*. The Library's Head of Special Collections reminded members of the Library Consultative Group that copies of this publication were available to distribute at conferences or when receiving visitors to the University.

768. Review of opening hours.

As reported at the previous meeting the Library is now being used differently and although serious problems of reduced resources have to be faced, Library opening hours should reflect the needs of the majority of its users. Maggie Fieldhouse, Deputy Librarian, gave a presentation of future options which would be the subject of a wider consultation process over the next few months. The Group discussed the agenda paper (LCG101.4). In discussion the following points were raised:

- As no additional resources would be available, some opening hours would probably have to be traded for others, and staffed lending services would be restricted.
- Late night and weekend opening was especially attractive to part-time students.

- Extension of weekend and vacation hours in particular would be welcomed by post-graduate students.
- It had been noted that more people used the Library on Sundays rather than Saturdays.
- Saturday and Sunday of Week 0 was proposed as a useful time for the Library to be open particularly as mature students arrived on that Saturday. If a compromise was necessary, access to the Library and study places was more important than lending services.
- The Library should not open solely for access to Computing Service PCs.
- Student services should be considered when planning any changes to Library opening hours.
- Catering facilities should also be considered. At present there were no vending machines for food in the Bolt Hole..

Questionnaires would be distributed to all users during the Easter vacation and the first two weeks of the summer term, and suggestions would be welcomed. The results of the consultation process would be brought to the Summer Term meeting of the Group for discussion and the new arrangements would be in place from next Autumn term.

769. Silence zones.

The Group discussed a suggestion that part of the top floor cluster of Computing Service PCs be designated as an additional silence zone as some users found it difficult to work in the noisy atmosphere there. The discussion widened to problems of mobile phones and litter caused by eating and drinking in the Library. The Group felt

- all these major problems could be tackled first at induction sessions
- the Library Code of Conduct and Library Regulations must be updated
- users should be made more aware of the Group Work Rooms to avoid discussions in public areas
- stronger sanctions were needed to curb use of mobile phones

770. Special Loans policy. The Group noted the new Special Loans policy (LCG101.6).

771. Any other business

Concern had been expressed at Subject Group meetings about the rumoured closure of the Audio-Visual Service section. The Deputy Librarian confirmed that the Audio-Visual service point would be closed but that the AV material would be on open access and available during all Library opening hours. AV equipment would be upgraded, e.g. DVD equipment will be acquired. Library staff planned to discuss existing facilities with Music groups on campus.