

University of Sussex
Library Consultative Group

Notes of the 105th meeting held at 2.00 p.m. on Wednesday, 17 November, 2004
in the Library Meeting Room

Present: Maggie Fieldhouse (Deputy Librarian), Lynn Gibbs (SocCul), Emily Manser (HUMS), Barbara Merchant (SPRU), Annette Moore (Library), David Pratten (SocCul), Robert Ray (LifeSci), Geoffrey Sampson (SciTech), Deborah Shorley, Librarian (Chair)

Apologies: Peter Campbell (HUMS), Professor Jon Cohen (BSMS), Chris Derbyshire (HUMS), Sarah Hinchliffe (Sussex Institute), Julia Sutherland (Sussex Institute), James Wengraf (Soc Cul)

794 Chair's communications

Chair welcomed new members and explained that the Library Consultative Group was a sounding board. It formally received users views through representatives who in turn took back to Schools news of Library activities.

Owing to financial restrictions Library projects are temporarily blocked and, for the time being, staff who leave will not be replaced. The Library will make all efforts to prevent these measures impacting on services.

The 40th anniversary of the opening of the Library building was on 13th November. The anniversary would be marked in the Library by a lecture to an invited audience given by Anthony Blee, (an architect involved in the early stages of the University), followed by a wine reception. The University Bulletin of 19 November would feature the Library building.

An electronic strategy was established with money received from the insurance claim after the flood in the Library's Lewes Store in 2001. The e-Strategy Leader was Ben Wynne whose contract at Sussex was for three year but he left recently to take up the post of Deputy Librarian at the University of the West of England. The money saved by not replacing him would have been used to fund a number of projects including a new Library portal and an Institutional Repository, but that money is now blocked and the projects have been deferred for the time being.

795 Library service updates

- There was a new look Library catalogue
- The separate Reserve counter had been closed.
- InfoSuss, a new on-line tutorial on the Library website was now available
- Group work rooms had been refurbished.
- Courtesy reminders had been introduced following demands from users and were sent to borrowers two days before the due date of Long Loan books.
- Fines not paid within 28 days would result in access to Lending Services being stopped.
- Online renewal facility is available.

796. Changes to Inter-Library Request policy

The Group discussed the paper (LCG/105/4) setting out proposed changes for ILR policy.

Formerly a handling charge was made to users, but full cost of the service was not charged. Now an allocation from departmental budgets is received and this has resulted in queries about costings. An analysis of requests by borrower type showed high demands by post-graduates, reasonably high demands by faculty and a large number of requests from undergraduates. It may be considered that undergraduates should be provided for by resources held in the Library. Following discussion it was agreed that the agenda paper be refined and recommendations presented to Deans at the start of next term. Meanwhile all members were urged to point out to colleagues that cost of this service are high, whoever pays. Often it would be cheaper to buy the book.

797 Any other business

- The Group praised the new InfoSuss Interactive information literacy skills tutorial which was introduced this session.
- The EBSCO electronic journal facility should be available by January.
- The Group made suggestions for publicising innovations in the Library (book marks, posters, pens, word of mouth, communication with student mentors).
- Changes were expected to reading list procedures
- The Collections Policy was in place and subject specific collection management policies were being worked on. De-accessioning of books would not take place without consultation with academics. The book sale at the beginning of term was of Short Loan, out of date duplicate volumes surplus to requirements. There was a serious shortage of space in the Library and these books were disposed of to make room for new stock.

798. Date of next meeting

23 February 2005, 2 00 p.m.