

University of Sussex

Library Consultative Group

The 109th meeting held on Wednesday, 31 May 2006

Notes

Present: Debby Shorley (Chair) (Library) (DCS), Dorothy Sheridan (Library) (DS), Cath Morgan (Library) (CM), Gráinne MacDermott (Library) (GMacD), Claudia Eberlein (SciTech) (CE), Tim Bale (SocCul) (TB), Pat Le Riche (SI) (PR), Sue Currell (Hums) (SC), Piera Morlacchi (SPRU) (PM), Roger Hylton (USSU) (RH), Sophie McGlinn (USSU) (SMcG), Victor Potter (Hums P/G) (VP), Barbara Merchant (SPRU) (BM), Alison Timoney (Library) (AT) (Secretary)

DCS welcomed the Group to the 109th meeting.

1. **Apologies for absence** were received from Dr Anjum Memon (BSMS) and Dr Robert Ray (LifeSci).
2. **Notes of last meeting** (meeting held on 22 February 2006) - Agreed.
3. **Matters arising** from last meeting (meeting held on 22 February 2006)
 - Decided to continue subscribing to Science Direct
 - As the Bookshop is in the process of being sold by the University, discussions have been postponed in respect of the possibility of the Bookshop offering key textbooks at discounted prices
 - Feedback now being given when a book has been requested
 - DCS stressed the importance for tutors to supply accurate reading lists as quickly as possible. Email to be sent this week to Academic Faculty reminding them of the deadline **CM**
 - DCS has asked Senior Management to confirm the Library allocation formula for this year but it hasn't been confirmed yet. DCS to chase **DCS**
4. **Chair's communications** (DCS)
 - Library Budget**
 - Has now been submitted for approval; hopeful that it will be accepted
 - Asked for a greater allowance for inflation on books and periodicals
 - Have also been asked to prepare a 5-year forecast. This included:
 - redesign of Lending Services counter
 - purchase of a Library portal
 - replacement of Library Management System
 - Radio Frequency Identification (RFID) Technology
 - Not sure when we will be notified of the outcome

Library sit-in by students took place on 8 March. The students were very polite and were not confrontational but the occupation was disruptive on members of Library staff who had to stay until 2.30 am and then come into work the next day.

Library occupation: early closure

- Librarian decided to close early on 11 May in light of student occupation of the Innovation Centre
- Librarian received a call from security advising that all buildings should be closed by 5.00pm
- Received confirmation from the Registrar & Secretary before going ahead
- Librarian agreed to the closure reluctantly but couldn't risk another occupation
- One student refused to leave, even though he was asked politely by various people. It was finally decided to get security to remove him with reasonable force

RH advised that the sit-in on 8 March was not related to the Sort Us Out campaign as stated by the students. In respect of the early closure on 11 May, the SU felt that:

- it was very heavy handed
- would have been more appropriate if SU had been informed of the decision earlier
- disadvantaged students trying to study for exams.

DCS advised that since the SU had disassociated itself from the occupation of the Innovation Centre, it wouldn't have been able to prevent an occupation.

5. Invoice charges (GMacD)

Advised the following:

- Currently costs the Library more money to raise invoices than is charged
- Any fines at this point are waived
- Any money received goes back into library funds

Comments:

- Should promote this with an explanation of why the charges are being raised
- The charge should be higher
- Seems a reasonable rise as it hasn't changed since 1991

All happy to go ahead with the proposal.

6. Collection Management and Development (CM)

Main points discussed:

- Library stock has never been weeded
- Some books haven't been taken out on loan for 10 years
- Hoping that Library Reps will be happy to work with the Library on this
- Would like to start reasonably soon

Concerns/comments:

- How will you get input from academics? CM: Will depend on subject area and staff involved
- TB: People I have spoken to are happy for books that haven't been looked at for 10 years to be thrown away provided they can see a list of titles first and are given enough time to check it
- SC: Need to go cautiously
- CE: The best thing would be if our faculty members go through the collection to decide what should be kept etc. Could ask Postgraduate students to help
- DCS: Think we need to be very sensitive. More contact with faculty we can have the better it will be

- BM: Worried about SPRU as we're interested in other areas i.e. chemistry, biology etc. What if Chemistry decides to throw out stuff that we need?
- Very helpful to have this document

DCS stressed that this discussion was not to decide what should be kept and what should be thrown away but simply to start the debate. CM to keep people informed and report back. **CM**

7. Follow up to the Student Submission (RH)

University offered to have twice termly meetings, which haven't happened. When next meeting is arranged, leads from both sides will discuss the following:

- Library budget – SU seeking to put more pressure on Senior Management
- Core texts – importance of getting e-texts for large groups of students
- Need to convey message to students about buying more books themselves
- Articles in the Badger – USSU will be seeking to ensure that all sides are consulted before articles are published. SMcG: Can't be responsible for what goes in the Badger as it is student-run. Making practical arrangements so that we can include an Editor's comment at the end of articles
- Library opening hours – USSU believes that the right balance has been struck

8. Library FAQs for students (SMcG)

Have produced a list of FAQs relating to the Library to be put on the Students' Union website as soon as possible. DCS: Very impressed and grateful.

9. Any other business

RH/SMcG have 30 working days left in current position. Have worked in the SU for two years and have found attending meetings fascinating. Feel that the Library has "a good set up here". Wish everybody all the best and hopes the University sorts itself out soon.

SMcG: Thank you very much everyone.

DCS: Spoke about how good contact has been with RH/SMcG, which had been tremendously useful. Hopes that their successors will be as constructive. More the Library engages with USSU, the better it is for the University of Sussex. Go well.

10. Date of next meeting: 15 November 2006

AT
31.05.06