

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

**The 110th meeting held on Wednesday, 15 November 2006**

**Notes**

**Present:** Debby Shorley (Chair) (Library) (DCS), Roger Discombe (ITS) (RD), Alex Swallow (Arts P/G) (AS), Sophie Priestley (USSU) (SP), Pat Le Riche (SI) (PR), Tariq Syed (BSMS U/G) (TS), Ruth Collings (Hums U/G) (RC), Kami Lawal (LifeSci U/G) (KL), Richard Follett (Hums) (RF), Piera Morlacchi (SPRU) (PM), Claudia Eberlein (SciTech) (CE)

**In attendance:** Cath Morgan (Library) (CM), Barbara Merchant (SPRU) (BM) and Alison Timoney (Library) (AT) (Secretary)

DCS welcomed the Group.

1. **Apologies for absence** were received from Dr Anjum Memon, Dr Robert Ray and Dr Tim Bale.
2. **Notes of the last meeting held on 31 May 2006** were agreed with an amendment to the first bullet point on page 3 - *Undergraduate* should read *Postgraduate*. **AT**
3. **Matters arising from last meeting (31 May 2006)**
  - Library budget for 2006-07 has now been agreed by the University
  - The existing library allocation formula may be changed to a zero-based approach in future years
  - Collection management and development is an ongoing process
  - Library FAQs for students not yet on the USSU website but this will be done as soon as possible
4. **Chair's communications (DCS)**
  - Chair advised that her new line manager is DVC Layzell
  - No further progress has been made in respect of RFID technology<sup>1</sup>. The University may introduce a new bidding process for large projects which would mean the Library would have to make a business case for this
5. **National Students Survey (NSS): Improving academics and students' experience (CM)**

CM introduced a paper on the National Students Survey and the Library's proposed strategy for improving scores. The following were the main points:

- Invitation by PVC Wright to attend meetings with all Heads of Departments has proved very interesting and useful
- Need to advertise the Library website better
- Need to think about how reading lists are requested
- The Library now has a department called Learning & Teaching Support which provides training for students

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<sup>1</sup> Radio Frequency IDentification

**6. Any other business**

SP advised that the USSU AGM is due to take place on 16 November and asked for some positive feedback for the students. Group suggested the following:

- Roger Hylton had stated at the last LCG that he thought on balance the Library had got the opening hours right
- The recent work undertaken on the Library website
- The new core collection
- That reminders are now sent for book renewals (short and long loans)

**7. Date of next meeting**

Wednesday, 21st February 2007 at 2.00-4.00 pm in the Library meeting room

**AT**  
**15.11.06**