

University of Sussex

Library Consultative Group

The 111th meeting held on Wednesday, 21 February 2007

Notes

Present: Debby Shorley (Chair) (Library) (DCS), Roger Discombe (ITS) (RD), Alex Swallow (Arts P/G) (AS), Pat Le Riche (SI) (PR), Ruth Collings (Hums U/G) (RC), Richard Follett (Hums) (RF), Peter Clelland (Arts P/G) (PC), Bryony Beynon (SocCul U/G) (BB), Dan Glass (USSU President) (DG) and Lisa Falk Harris (SciTech) (LFH)

In attendance: Cath Morgan (Library) (CM), Adrian Hale (Library) (AH), Dorothy Sheridan (Library) (DS), Chris Keene (Library) (CK), Barbara Merchant (SPRU) (BM) and Alison Timoney (Library) (AT) (Secretary)

1. **Apologies for absence** were received from Anjum Memon, Piera Morlacchi, Tariq Syed and Sophie Priestley. The Chair advised that Pat Le Riche would join the meeting late.
2. **Notes of the last meeting held on 15 November 2006** were agreed.
3. **Matters arising from last meeting (15 November 2006)**
 - Report on new model for management of the Library Resources budget was presented and agreed at Information Services Committee (ISC) on 9th February so the Library will be changing from its current allocation formula to a zero-based approach to resource allocation in the future
 - DG to check if Library FAQs are now available on the USSU website **DG**
 - Have recently recruited a new member of staff who will be investigating RFID technology
 - NSS:
 - the Library and ITS are currently working on a project to simplify how reading lists are dealt with
 - looking at ways to improve/change the Library website
 - trying to negotiate a higher level of prominence on the University of Sussex homepage
4. **Chair's communications (DCS)**
 - Policy for moving to electronic-only for journals was presented and approved at ISC on 1st November 2006. This will be developed in the coming years with University-wide consultation
 - About to bid for budget for next year. Cautiously hopeful that our budget for books, journals and e-resources will be relatively protected
 - Advised of Library occupation by students which took place in late November 2006. Important that students understand the implications this type of occupation has on library staff. (When the occupation took place, CM, Jeff Collington, Sally Faith, a porter and the Librarian had a very disrupted night)

5. Masters Theses: Library policy - to report (CM)

Group discussed and agreed the proposals for a collection management policy in respect of Masters Theses. Waiting for confirmation from the Acting Head of the Secretariat in respect of the University's archiving policy. Once this has been cleared, the policy will be implemented over the Easter period.

6. Linking to full text electronic journal articles with SFX link resolver (AH/CK)

CK gave a demonstration of the new SFX link resolver which allows a user to find the full text of an article, either online or in print locally, from a citation or reference.

7. Professional Services Review: Library & Information Services on Campus (LISOC) (DCS)

- A Professional Services Review (PSR) is currently being undertaken across the University
- The Librarian has been charged by the Deputy Vice-Chancellor with looking at all library and information services on campus
- This process was started by contacting the Deans and arranging meetings to discuss what library and information services their Schools have
- Initial report will be presented to ISC at its meeting on 18th May
- The PSR website can be found at www.sussex.ac.uk/vc/1-3-7.html
- Any comments are welcome

8. Any other business

DG: Thoughts on how the library could extend opening hours without affecting the budget.

DCS: It is impossible to open longer with the same amount of money. At LCG on 31st May 2006, the then USSU President stated that he thought that the Library had got the opening hours just about right.

CM advised that there are a lot of issues to be considered before the Library changes its opening hours: mainly the need to take into account the costs involved e.g. heating, staffing etc. Also advised that the Library tried extended opening hours for a trial period of one year and the data collected via the entry management system showed that usage was minimal.

It was agreed that DG would try to raise awareness among the students about the issues involved in extended opening hours by producing an article for the Badger. DG to liaise with CM before going to print **DG**

DG explained that each department has nominated an Eco Rep in respect of the environmental project currently being undertaken by the University but explained that there is no point of contact for the Library. DCS to provide DG with a name **DCS**

9. Date of next meeting

Wednesday, 30 May 2007 at 2.00-4.00 pm in the Library meeting room

AT, 22.02.07