

**University of Sussex**  
**Library Consultative Group**  
**The 114th meeting held on Wednesday, 28 May 2008**

**Notes**

**Present:** Kitty Inglis (Chair) (Library) (KI), Robert Ray (LifeSci) (RR), Roger Discombe (ITS) (RD), Claudia Eberlein (SciTech) (CE), Mark Davies (SI) (MD), Jil Fairclough (BSMS) (JF), Nick Till (Hums) (NT), Seb Weidt (SciTech U/G) (SW), Max Mazurenko (SocCul U/G) (MM), Anupam Pachauri (SI P/G) (AP)

**In attendance:** Adrian Hale (Library) (AH), Cath Morgan (Library) (CM), Maureen Winder (SPRU) (MW) and Alison Timoney (Library) (AT) (Secretary)

1. **Apologies for absence** were received from Tim Bale and Amelia Heaford
2. **Notes of last meeting held on 14 November 2007** were agreed
3. **Matters arising from last meeting (14 November 2007)**
  - Library FAQs still not available on the USSU website. CM to chase **CM**
  - Group was reminded that the Library Review is available on the website at [www.sussex.ac.uk/library/review/](http://www.sussex.ac.uk/library/review/)
  - Discussions have taken place and the Library now has a slot in the University's compulsory induction programme
4. **Chair's communications (KI)**
  - The Library and the Development Office have been successful in raising funds to purchase further Kipling/Baldwin papers
  - Library staff have been successful in a bid to PVC for Research for funding to develop an online tutorial. Colleagues in Research Liaison will be working on developing this over the coming months
  - Library Survey of Academics due to take place week beginning 13 June. Respondents will have two weeks to respond. KI asked members of the Group to let their colleagues know about the survey
  - The University of Sussex is currently in discussions with East Sussex County Council, Brighton and Hove City Council and other parties in putting together a bid to the Heritage Lottery Fund for a new archival storage facility at Woollards Field. KI to report back to the Group once plans for the project have been firmed up **KI**
5. **'Rethinking the Library' (KI)**

The University is committed to investing in improving teaching and learning space over the next few years and refurbishment of the Library building will be a part of these plans. A Steering Group will be set up consisting of Paul Layzell (DVC), Joanne Wright (PVC for Education), Kitty Inglis (Librarian), Tessa Rogowski (ITS), David Kirkwood or Martin Green (EFM), Rob Iliffe (Hums) and Laura Tazzioli (USSU President-elect). The Steering Group hopes to have its first meeting in the next few weeks. KI stated that she would like LCG to engage with the refurbishment plans once the structure of the project has been established. KI to report further on the project at the next meeting. **KI**
6. **Library Student Survey and Library's response (CM)**

751 respondents completed the survey which cannot be considered a true representative of the student population as a whole. However, there was a good mix of undergraduate and postgraduate respondents. The following was discussed:

- Improving availability of course reading material - the Library is currently working with departments to try and improve this
- Course and programme approval – changes to course and programme approval processes should improve communication between course convenors and the Library which will enable appropriate allocation of resources
- Moving towards electronic provision – plan to digitise print copies during the next few weeks so they can be accessed at any time
- New kiosks have been purchased which will be dedicated to quick searching of the Library catalogue. This will then free up space for additional ITS PCs in 'catalogue only' areas
- Plan to purchase AquaBrowser® which is a next generation resource discovery tool
- Locating items on the shelves – a roving pilot scheme to be implemented in the autumn term. Rovers to be proactive in offering assistance where appropriate
- Laptops - access to more plugs requested. To be improved on over the summer months

#### **7. Library Regulations (CM)**

Library Regulations have been updated as follows:

- Laptops can now be used in silent zones.
- Mobile phones can be used in designated zones. Designated zones to be advised.
- Need to ask permission before taking any photographs of the building itself or of individuals in the building.

#### **8. 24 hour opening (CM)**

A 6 month 24 hour opening pilot scheme began on 7<sup>th</sup> January and is due to end on 20<sup>th</sup> June. Overall it seems to be very popular but overnight usage has not been huge. A full report will be produced at the end of the pilot scheme.

#### **9. Presentation on Metalib (AH)**

A presentation on Metalib was given by AH. Metalib is a search engine which enables cross searching of journal databases and will be introduced from the start of the next academic session. Work on customising the website will take place over the next few months and training will be fed into Library induction sessions at the beginning of the autumn term.

#### **10. Any other business**

AP queried whether there is an agenda to organise theses abstracts. KI advised that the Library is looking at electronic theses being kept in the University's Institutional Repository (IR). The Library is also participating in the EThOS project and as part of this a number of University of Sussex theses are being digitised by the British Library and will be available via the IR.

#### **11. Date of next meeting (AT)**

To be confirmed following discussions with the Governance Office in conjunction with production of the committee timetable for 2008-09.

**AT**  
**29.05.08**