LIBRARY COMMITTEE

Monday 1 July 2013

M I N U T E S

PRESENT:
Professor David Price (Chair)
Dr Paul Ayris
Dr Caroline Essex
Professor Adrian Forty
Dr Kenth Gustafsson
Ms Caroline Hibbs
Professor Jean McEwan
Professor Richard North
Professor Philip Schofield
Professor Anthony Smith
Dr Andrew Wills

In attendance:
Mr Andrew Grainger (For Minute 33); Mr Gary Hawes (Secretary); Ms Liz Lee (for Minute 33); Mr Ben Meunier.

Apologies for absence were received from Dr Robin Aizlewood, Mr Edwin Clifford-Coupe, Dr Julie Evans, Mr Marco Federighi and Professor Michael Worton.

Key to abbreviations
FLCs	Faculty Library Committees
KPI	Key performance indicator
LC	Library Committee
LERU	League of European Research Universities
NIHR BRC	National Institute for Health Research
RCUK	Research Councils UK
RFID	Radio-frequency Identification
SHL	Senate House Library
SMT	Senior Management Team
UoL	University of London

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31   MINUTES OF 16 APRIL 2013 MEETING

Confirmed:

31.1   The Minutes of the previous meeting of LC held on 16 April 2013 were confirmed by the Committee and signed by the Chair subject to the following amendments:

- Inclusion of Dr Andrew Wills among the list of apologies for absence;
- Minute 18C.6 – to be amended as follows (through insertion of the underlined text):

It was noted that while the Director of UCL Library Services would have ultimate discretion in terms of enforcing the zoning arrangements across UCL's libraries, he would continue to monitor the situation <u>and consult with subject librarians over the zoning arrangements. In the meantime, it was noted that subject librarians and representatives of the Arts and Humanities and Social and Historical Sciences Joint Faculty Library Committee had unanimously opposed any food and liquids in library reading rooms.</u>

32 MATTERS ARISING FROM THE MINUTES

Received:

32.1 Oral reports from the Director of UCL Library Services and the Vice-Provost (Operations) (for Minute 32B below) on the following matters arising from the previous meeting's Minutes:

32A Metric KPI report on the acquisition books and other monographs
[LC Min. 18A.5, 16.4.13]

Reported:

32A.1 Library Services colleagues were currently working on a metric KPI report for the Library's book suppliers, with the aim of this being considered at LC's first meeting of the Autumn Term 2013.

32B Development bids from UCL Library Services
[LC Mins.19.8 and 19.9, 16.4.13]

Reported:

32B.1 There would be further discussion of the development bids that had been submitted by UCL Library Services (which included the bid to introduce RFID technology across all UCL libraries) on 12 July 2013, and the final outcome of these would be confirmed to the meeting of the Provost's SMT on 17 July 2013 to conclude the budget allocation process for 2013-14.

32C Collection mapping in the Social Sciences *[LC Min. 21, 16.4.13]*

Reported:

32C.1 The UCL-Institute of Education proposal to undertake a joint collections development mapping exercise in the libraries of both institutions with a view to comparing the results with gaps being created by the SHL's withdrawal from areas of social science collecting had been successful in its bid for funding and would now be taken forward. In the meantime, it was agreed UCL's interactions with the UoL with regard to library and collections issues should feature as regular item on the Agenda for future LC meetings, with a view to the Vice-Provost (Education) reporting back on developments as UCL's representative on the Senate House Libraries Board.

ACTION: Gary Hawes (to note for future Agendas)

32D   Reading lists@UCL
[LC Min 22.7,16.4.13]

Reported:

32D.1   While it would be possible for UCL Library Services to produce a list of Moodle courses that did not currently feature online Reading Lists (broken down by Faculty) with a view to helping to monitor progress in the take-up of Reading lists@UCL, more thought would need to be given about how to identify UCL courses that did not have a Moodle presence or include a reading list.

32E   Widening access to research journals available to the HE community to the NHS in the UK
[LC Min 22.8, 16.4.13]

Reported

32E.1   Since LC's previous meeting, discussions had taken place with NHS colleagues over possibilities for identifying the share of the £1m funding that would be required to widen access to research journals available to the HE community to the NHS, which had featured as one of the recommendations of the Finch Report. However, NHS colleagues had given indication that NHS budgets were severely restricted, and that it would not be possible to identify any funds extra to those that had already been allocated for library services. In light of this, it was suggested that the Biomedical Research Centres and Biomedical Research Units, of which there were a number across the country, might be approached as potential funders. Professor Jean McEwan noted that she would be meeting shortly with the Director of the UCLH NIRH BRC, Professor Bryan Williams, with a view to raising the issue with him. It was further suggested that the Chair of LC might seek to petition Professor Dame Sally Davies, Chief Medical Officer and previously Director General of Research and Development and Chief Scientific Adviser for the Department of Health and NHS, on this matter.

32E.2   In the meantime, LC expressed concerns that the failure to identify the funding that was required to widen access to research journals available to the HE community to the NHS would raise quality issues around the continued ability of NHS staff to teach and train students, owing to the fact that they would not have access to the latest research materials to inform their teaching practices. The Director of Library Services noted that as the Finch Group would be meeting again in September 2013 to review progress in implementing its recommendations, there was some pressure on UK universities to show that they were taking these forward. He further noted that a number of UK publishers had already confirmed their willingness to engage with universities in opening up access to research journals available to the academic community to the NHS.

32F   Extending UCL Library Services' biomedical and healthcare service to UCLPartners
[LC Min 23.4, 16.4.13]

Reported:

32F.1   A pilot project to establish the service needs of UCLPartners had been developed with the Camden Clinical Commissioning Group, for implementation over the summer 2013. The pilot would be scaled up subsequently to comprise a wider mapping exercise with a view to developing a model for extending the Library's biomedical and healthcare service to UCLPartners.

32G   Digitisation of UCL's entire PhD thesis collection
[LC Min 24.5, 16.4.13]

Reported:

32G.1 UCL Library Services colleagues had written to UCL alumni *via* the UCL Development and Alumni Relations Office for the purpose of obtaining explicit permission to digitise PhD theses dating back to before 1975. In the meantime, a project proposal for the digitisation of UCL's PhD theses collection dating from 1975-2005 would be developed and costed for consideration at LC's next meeting.

Discussion:

32G.2 It was agreed that the project proposal being developed by UCL Library Services colleagues should be expanded to anticipate the costs of digitising UCL's entire collection of PhD theses, including those PhD theses dating back to before 1975, on the presumption that copyright permission would not be an issue for the vast majority of UCL's former PhD students who had submitted their theses prior to 1975 (and in the event that it was, Library Services would simply arrange for the theses in question to be removed from its digitised archive). It was noted, however, that image copyright might be an issue in some cases, and that the project proposal would need to address a way of dealing with this.

RESOLVED:

32G.3 That the PhD theses digitisation project proposal being developed by UCL Library Services be expanded to anticipate the costs of digitising UCL's entire collection of PhD theses, including those PhD theses dating back to before 1975.

ACTION: Dr Paul Ayris

33   UCL BLOOMSBURY MASTERPLAN AND THE LIBRARY

Received:

33.1   Oral reports from the Director of UCL Estates and the Estate Strategy Manager, who were both in attendance for this item.

Reported:

33.2   The Bloomsbury Masterplan that had been approved by UCL Council in 2011 had envisaged the consolidation of the UCL Main and Science libraries as a single site library based in the Wilkins Building together with significant expansion of library space in the Wilkins Building, including the extension of existing library accommodation into the basement of the building. However, since then, the original plans for the Library had been affected by a number of factors, including the alleviation of academic pressure for alternative use of the upper floors of the Science Library and a review of plans both for the future of the Refectory and the relocation of the Laws Faculty to occupy the upper floors of the Chadwick building.

33.3   While plans to establish a single-site library based in the Wilkins Building was still very much part of the vision of the UCL Masterplan, UCL Estates was currently in the process of considering a number of interrelated proposals for development work on the Wilkins Building environs, including the possibility of the expansion of the Library into the South Wing of the Wilkins Building and the upper floors of the Chadwick building. In order to help to take these proposals forward, it was proposed to set up a steering group with Vice-Provost and senior officer representation. A Programme

Board comprising representation from across UCL would also be established to oversee the more day-to-day coordination of the projects. Work was also continuing within UCL Estates on the development of an Estates and Funding Strategy with a view to prioritising UCL's capital development plans for the next 10 years and ensuring that these were both affordable and deliverable. It was hoped that this would be finalised and submitted for EMC approval during the Autumn Term 2013

33.4   In the meantime, colleagues in UCL Estates were working hard to ensure that there was a fully considered plan for ensuring the logistics of the proposals for development work on the Wilkins Building environs. To this end, UCL Library Services colleagues, including the Assistant Librarian (Building Projects), were being fully involved in discussions through a series of meetings and workshops. However, given the extent and interrelatedness of the project work that was being considered in the Wilkins Building, the Director of UCL Estates stressed that it would be crucial to adopt a measured approach to taking this work forward to ensure that the student experience was not undermined.

Discussion:

33.5   Members of LC were reassured to learn that the plans for the consolidation of the UCL Main and Science libraries were still on the Masterplan agenda.

33.6   Some members of LC suggested that the return to the Bloomsbury campus of the Special Collections, which was one of the deliverables of the Masterplan with a view to making these more accessible and encouraging their use for teaching and research, might be considered a priority in the context of plans for the consolidation of the Main and Science libraries.

33.7   It was noted that the impact of the projected increase in UCL's undergraduate student numbers over the next three to four years would be a major issue to consider in the context of the plans for consolidating the UCL Main and Science Libraries. This would be likely to give rise to significant pressure on demand for study space in the run-up to exams. However, in addition to the projects for the refurbishment of library space to create more work and study space that had already been realised or were in the process of being developed, it was noted that plans for the New Student Centre as well as for the creation of Faculty Hubs would go some way to helping to alleviate this issue.

34   OPEN ACCESS DEVELOPMENTS

Received:

34.1   An oral report by the Director of UCL Library Services.

Reported:

34.2   The Director of UCL Library Services drew attention to the following developments:

- UCL Library Services had drafted a UCL Research Data Policy with a view to this being approved by the Vice-Provost (Research) and in place for the start of the next (2013-14) academic session. The Director of UCL Library Services was also currently leading work on a LERU Roadmap for Research Data which would aim to address policy and implementation issues relating to the management of research data for research university researchers and support services.
- The UCL Press imprint had been repatriated to UCL from Taylor and Francis, and a UCL Press Board had been established with a view to agreeing strategy for

developing UCL's open access publishing activity under a UCL Press print, particularly in the area of academic monographs, textbooks and conference proceedings

- Going for Gold, a €5 million project bid with 19 partners, had been submitted to the EU Commission to fund the construction of a Gold Open Access publishing infrastructure in the Arts, Humanities and Social Sciences. The outcome of the bid would be known in September 2013.

35   REPORTS FROM WORKING GROUPS

Noted:

35.1   Since the previous meeting of LC, the LC officers had received the Minutes of the following working groups that reported to LC:

UCL Publications Board (10 December 2012, 24 April 2013)* [1]

Received:

35.2   An oral report from the Director of UCL Library Services.

Reported:

35.3   In the light of the implementation of the RCUK Policy on Open Access and its new funding mechanism that had been introduced with effect from 1 April 2013 to meet the recommendation of the Finch Group report, UCL had drawn up associated Implementation Guidelines as well as a Publishing Guide for UCL authors. It had also launched a scheme for UCL staff to claim funds for Gold Open Access publication in subscription and open access journals

36   MINUTES OF FACULTY LIBRARY COMMITTEES

Noted:

36.1   Since the previous meeting of LC, the LC officers had received the Minutes of the following FLCs:

Built Environment (7 February 2013)*

37   LIBRARY SERVICES PROJECTS REPORT

Received:

37.1   The report at LC 3-1 (12-13).

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[1]   * Copies of the Minutes were not circulated with the Agenda but were available electronically to members *via* the LC SharePoint site at
https://sharepoint.adm.ucl.ac.uk/sites/lcs/Shared%20Documents/Forms/AllItems.aspx.

38   DATES OF MEETINGS 2013-14

Noted:

38.1   Dates of meeting of LC for the 2013-14 session had been scheduled as follows (all meetings to take place in the Ground Floor meeting room at 2 Taviton Street):

Monday 4 November 2013, 2pm-3.30pm
Monday 17 March 2014, 2-4pm
Monday 9 June 2014, 2-4pm

GARY HAWES
Senior Academic Support Officer
Academic Support
Registry and Academic Services
[telephone 020 7679 8592, UCL extension 28592, email: g.hawes@ucl.ac.uk]
14 October 2013