



LIBRARY COMMITTEE

Wednesday 2 March 2016

MINUTES

PRESENT:

Professor David Price (*Chair*)

Dr Paul Ayris; Dr Simon Banks; Dr Mike Cope; Dr Caroline Essex; Dr Richard Freeman; Ms Clare Goudy; Mr Rex Knight; Ms Suguna Nair; Professor Richard North; Dr Sophia Psarra.

In attendance: Clare Goudy (Director of Education Planning); Mr Mark Hopley (Director of Central and Professional Services); Ms Olivia Whiteley (Secretary to Library Committee).

Apologies for absence were received from Professor Stephen Conway, Dr Julie Evans, Dr Ian Giles, Dr Kenth Gustafsson, Mrs Pauline Jory, Ms Wahida Samie and Dr Hazel Smith.

Key to abbreviations

EU	European Union
FLC	Faculty Library Committee
HE	Higher Education
IOE	Institute of Education
IT	Information Technology
Jisc	Joint Information Systems Committee
KPA	Key Performance Area
KPI	Key Performance Indicator
LEARN	LEaders Activating Research Networks
MAPS	Faculty of Mathematical and Physical Sciences
OA	Open Access
RCUK	Research Councils UK
REF	Research Excellence Framework
SCONUL	Society of College, National and University Libraries
SSEES	School of Slavonic and East European Studies
UK	United Kingdom

Preliminary business

19 **MINUTES OF 17 DECEMBER 2015 MEETING**

19.1 **Approved** – the Minutes of the Library Committee meeting held on 17 December 2015 [*LC Minutes 1-18, 2015-16*].

20 **MEMBERSHIP**

20.1 The Secretary had approached Lesley Pitman regarding the possibility of a representative from UCL SSEES attending meetings of LC over the 2015-16 session, in lieu of Professor Simon Dixon, who was on sabbatical.

20.2 LC welcomed Clare Goudy, who would attend LC meetings in substitution of Professor Anthony Smith, Vice-Provost (Education and Student Affairs). The Secretary explained that a change in the *ex-officio* constitution of LC, enabling a nominee to take up membership in lieu of the Vice-Provost, had been submitted to Council for approval.

21 **MATTERS ARISING FROM THE MINUTES**

[*see also 22, 23, 24 and 25 below*]

21A **Growth in E-Content**

[*PAPER 1-02 (15-16)*]

[*LC Minute 4.4, 17.12.15*]

21A.1 The budget to enhance the Library's e-journal content had not yet been confirmed. Faculty Library Representatives had encouraged Faculty Deans to recognise the importance of the growth in e-content and to support budget bids to increase this allocation.

21B **LERU Press Statement on Open Access**

[*PAPER LC 1-05 (15-16)*]

[*LC Minute 7.5, 17.12.15*]

21B.1 Researchers had been encouraged to sign the LERU Statement and of the 9,500 signatures obtained from across Europe, around 150 were contributed by UCL colleagues. The Director of Library Services thanked Professor Richard North in particular for his assistance in raising the many signatures added by colleagues in the Faculty of Social and Historical Sciences.

21C **ReadingLists@UCL**

[*PAPER LC 1-07 (15-16)*]

[*LC Minutes 9.2, 9.3, 9.4, 17.12.15*]

21C.1 Expired courses had yet to be purged from Portico. New figures obtained subsequent to the purge would be presented at the next meeting of LC.

ACTION: Dr Paul Ayris

21C.2 The Director of Library Services had liaised with colleagues regarding the possibility of Professional Services staff uploading entries to ReadingLists@UCL annually over the summer periods.

21C.3 Errors with the labelling of department and faculty names had been addressed in the ReadingLists@UCL figures. The data presented at *PAPER LC 2-13 (15-16)* reflected those corrections [see 23 below].

21D Pearson E-Book Licensing Policy

[LC Minutes 11.2, 11.3, 17.12.15]

21D.1 Since the last meeting of LC, colleagues in the Department of Chemistry had analysed the level of demand for a Pearson textbook to which it had been difficult to provide general access under Pearson's new licensing model. The level of demand for the textbook was not overwhelming; however, it was hoped that Pearson would agree to renegotiate its offer. Actions would also be taken to publish a new UCL Chemistry textbook via UCL Press.

21D.2 The Director of Library Services had relayed the concerns raised by Dr Caroline Essex at the last meeting of LC to Jisc Collections, the main procurement body that negotiates access licenses. Subsequently, Jisc and members of the HE community met with Pearson and communicated that the model Pearson had suggested, which would involve a significant increase to the cost of access licenses, was unacceptable. It was noted that Pearson had since withdrawn its offer and was in negotiations with Jisc to offer a new deal.

21E LC Annual Report

[LC Minute 15, 17.12.15]

21E.1 The LC Annual Report 2014-15 [*PAPER LC 1-09 (15-16)*] had been submitted to Academic Committee for formal approval.

Matters for discussion

22 REPORT FROM THE DIRECTOR OF LIBRARY SERVICES ON THE IMPLEMENTATION OF THE UCL LIBRARY SERVICES STRATEGY

[*PAPER 2-12 (15-16)*]

22.1 **Received** – a report from the Director of Library Services on the Library's implementation of the six key areas of the UCL Library Services Strategy 2015-18.

22.2 The Director of Library Services congratulated the Main and Science Daytime and Evening/Saturday teams within Library Services on their winning the 2016 UCL Professional Services Values Award for Excellent Service, highlighting that this was positive news for Staff, Equality and Diversity, one of the six KPAs (Key Performance Areas) within the Library Services Strategy. There had been a high number of nominees for the award and it was therefore excellent that the Library Services teams had received recognition for their hard work.

- 22.3 Andy Pow, Library Services Group Manager (Financial Services) and Leader of the KPA in Finance, Management Information and Value for Money, had created a dashboard of data from SCONUL, a major professional UK body which produces statistics for UK libraries as a primary benchmarking tool. The SCONUL data was noted to be incredibly detailed and the dashboard would assist in future decision-making. Andy Pow had extracted statistics for UCL Library Services and drawn up a comparison with UCL's benchmarking partners. The total number of visits to UCL Libraries over the 2014-15 period was 2,302,680, a significantly high number which was considered to reflect recent increases in student numbers and the 24-hour opening of UCL Libraries. The number of visits was comparable to that recorded at the University of Oxford for the same period. It was pointed out that the relatively low number of e-book requests per student recorded for 2014-15, which had increased significantly from the previous year, might reflect lower levels of student representation in some disciplines. Library Services staff would be consulting the libraries of UCL's benchmarking partners to ascertain whether there were any significant lacuna in UCL's e-book holdings. The Director of Library Services would investigate the size of UCL's various student communities in relation to the size of the Library's e-book collections, as well as the extent of the impact of the UCL-IOE merger on the increase in e-book requests between 2013-14 and 2014-15.

ACTION: Dr Paul Ayris

- 22.4 The first workshop for LEARN, an EU-funded project led by UCL Library Services on the topic of research data management, took place on 29 January 2016 at Senate House. Almost 100 delegates attended from the UK, continental Europe and Chile, including librarians, researchers, research funders and IT staff. One of the aims of LEARN was to create a toolkit highlighting best practice and case studies in research data management.
- 22.5 It was noted that UCL's OA team, based in the Library, had compiled a strategy to alert UCL researchers to the OA requirements of the REF. Subsequent to this, secondary communications had been circulated to reinforce awareness of the need to adhere to the post-REF policy on OA.

23 **READINGLISTS@UCL**
[PAPER 2-13 (15-16)]

- 23.1 **Received** – an overview of the progress made in implementing the ReadingLists@UCL service, including the percentage coverage by school, faculty and department in January 2016.
- 23.2 Since the last meeting of LC, overall coverage of ReadingLists@UCL had risen from 44% to 48%. It was pointed out that reaching the 50% mark would be of strategic importance, given that the KPI target for 2015-16 was 55%. It was, however, questioned whether the KPI was an effective measurement, as it recorded the existence of, rather than engagement with, ReadingLists@UCL.
- 23.3 It was noted that ReadingLists@UCL was not currently available to the IOE, which used a different library management system. There were plans to roll out the Ex Libris system across the IOE which would be compatible with Moodle and Portico and enable usage of ReadingLists@UCL.

- 23.4 A number of departmental visits, workshops and training sessions had taken place regarding the use of ReadingLists@UCL. The intention was to hold more sessions of this nature and members of LC were encouraged to notify either the Director of Library Services or Hazel Ingrey of colleagues interested in participating.
- 23.5 The Director of Library Services would circulate the February take-up figures to the Faculty Deans. Work carried out on the correlation between student satisfaction and ReadingLists@UCL would also be included in the monthly briefings, as this was considered to be useful.

ACTION: Dr Paul Ayris

24 **OPEN SCIENCE (SCIENCE 2.0): IMPLEMENTATION**
[PAPER 2-14 (15-16)]

- 24.1 **Received** – an overview of how UCL planned to address the Open Science agenda.
- 24.2 The European Commission was promoting the Open Science agenda which, contrary to the implications of its name, encompassed both scientific and non-scientific disciplines. The Vice-Provost (Research) had requested that the Director of Library Services ensure that a plan was in place to tackle each of the issues identified in the agenda. A full Strategy and Implementation Plan would also be prepared by Dr Paul Ayris and a Working Group, to be presented to UCL committees for comment at the start of the new academic session.
- 24.3 The results of a survey on Open Science compiled by DG Research and Innovation demonstrated that OA to publications and data was considered by the European Commission to be the area in which intervention was most needed. UCL Press, which was very well placed to disseminate outputs, had been created in UCL as a means of addressing the issue of OA. Another area of concern highlighted by the European Commission was that of research data and its management. The Director of Library Services reported that he and Clare Gryce had been working on a programme for storage and advocacy in the area of research data. UCL was therefore well placed to address the two principal areas of the Open Science agenda: OA and research data.
- 24.4 Another area of the Open Science agenda concerned the measuring of success and impact. It was noted that Journal Impact Factors measured the success and impact of journals but not of individual journal articles. As such, UCL, like some other universities, had signed the San Francisco Declaration on Research Assessment, which advocated against using whole-journal measures as an indication of quality. Open Science would need to devise an alternative system of indicators that could be used in different disciplines. UCL's Bibliometrics Working Group was in the process of drafting a policy on a quality measurement system. Some revisions would need to be made, but it was hoped that a finalised version would be presented at the next LC meeting.
- 24.5 A number of EU Open Science working groups had been created to deal with the various components of the agenda. The Director of Library Services reported that he was a member of the working group on the European Open Science Cloud. In the interests of better familiarising UCL with the area of

publishing models, a UCL representative would participate in the working group on scientific publishing models.

- 24.6 The Director of Library Services drew LC members' attention to the planned next steps for UCL in relation to Open Science and reported that he would take a leading role in coordinating UCL's response to the agenda. Next steps for UCL included devising a Policy Paper and Implementation Plan by September 2016. Workshops would also be taking place to engage with researchers and acquire their insight. It was considered to be positive for the University to be at the leading edge of the Open Science agenda, given that it would affect the entire HE community, particularly in light of the REF requirements.
- 24.7 LC noted that the different approaches to OA generally adopted by publishers and Research Councils placed researchers in a difficult position with regards to the publication of their work. If RCUK were to expect a higher level of compliance from researchers in the future, then it might result in the need to advise researchers to avoid using certain publishers whose policies would be incompatible with RCUK's requirements.
- 24.8 The download figures for eight OA books published by UCL Press had reached approximately 17,000 in the space of less than a year [see PAPER LC 2-12 (15-16)]. It was noted that this figure was likely to be much higher than if the books had been sold in print form only. The extent of the exposure and the breadth of coverage – with downloads in over 150 countries worldwide – were also very positive.

25 **UCL DISCOVERY FOR MASTER'S THESES: PILOT WITH MAPS FACULTY**
[PAPER 2-15 (15-16)]

- 25.1 **Received** – an overview of how UCL Library Services intended to pilot a plan to make selected, high-quality Master's theses available on Open Access via UCL Discovery.
- 25.2 At the previous LC meeting it was requested that the Director of Library Services draft a proposal for a pilot scheme by which Master's theses of exceptional quality could be made available via UCL Discovery. This would be a short-term interim measure to cover the next two years, until the Open Educational Resources Repository was in place. Only Master's theses that met the requirements in terms of rights, clearance and format would be selected and uploaded.
- 25.3 Since the last meeting of LC, a plan had been drafted for a pilot scheme to be used in the MAPS Faculty. The service would be advertised and the departments within MAPS would be invited to submit three Master's theses written during the summer of the current academic session. These would then be selected at the September 2016 exam board and made accessible via UCL Discovery in the autumn term. It was noted that there were already interested parties within the Faculty of Engineering. The intention would be to roll out the pilot across other faculties in January 2017.

RESOLVED

- 25.4 That LC approved the pilot for publishing Master's theses via UCL Discovery.

26 **LEARNING SPACE DEVELOPMENTS AND PROPOSALS**

26A **Estates Developments in Learning Space Provision**

[PAPER 2-16 (15-16)]

26A.1 **Received** – an overview of the estate developments in the provision of learning spaces carried out since the last meeting of LC.

26A.2 The opening of the new Student Centre, on which construction work had begun in late February, would have a significant impact on the student experience. Set to open in 2018 on a 24-hour basis, the extra space would be beneficial to both students and Library Services. Some noise and disruption were expected during the demolition of the Node, which would prepare the site for construction. It had not been possible to alter the dates of the scheduled demolition work, which fell close to an exam period, but noise mitigation measures were in place and students would be able to make use of alternative learning spaces, such as the UCL Senate House Hub.

26A.3 A decision had yet to be made regarding the proposals for academic activity at UCL East. UCL had developed four scenarios outlining different visions for UCL East, all of which incorporated the Library's offering of 800 digitally-enabled learning spaces available on a 24-hour, seven-day-per-week basis.

26A.4 Refurbishment works on the fourth floor of the UCL Science Library had created an additional 74 learning spaces for postgraduate students. Colleagues were encouraged to visit and take a look at the end result.

26B **Estates Management Committee Consideration of Projected Learning Space Provision**

[PAPER 2-17 (15-16)]

26B.1 **Received** – a strategic paper presented to the Estates Management Committee at a meeting in February, which analysed the projections for the provision of learning spaces in UCL in response to growth in student numbers, along with a summary of the Committee's reflections and proposed additions.

26B.2 It was noted that the Estates Management Committee had generally approved the measures proposed to increase the provision of learning spaces across UCL, with some additional lines of work to be included. For example, the Director of Estates had requested that the Jeremy Bentham Room, the Old Refectory and the Doctoral School be considered for conversion into study spaces.

26B.3 It was noted that Library Services had defined learning spaces according to feedback provided through the National Student Survey, which had highlighted a concern with the provision of individual learning spaces rather than social study spaces. New learning spaces created in the Student Centre would largely be modelled on the secure, quiet, digitally-enabled spaces currently available in the Cruciform Hub. Postgraduate students were noted to value learning spaces in their own departments and to have raised concerns regarding the provision of amenities such as kettles and drinking water. The working group on Library estates would address these issues. The Postgraduate Association was conducting a Postgraduate Research Experience Survey, which it was hoped would capture the complexities of postgraduate research students' needs. It

was recommended that these results should also be considered by the working group on Library estates.

- 26B.4 The provision of learning spaces at UCL (at a ratio of 9.9 students per space) fell short of the Russell Group average (at 8 students per learning space). It was pointed out that spaces at Senate House Library should be factored into the learning space figures and that care should be taken to avoid double counting postgraduate research students, who might be allocated spaces within their respective departments. It was also suggested that desk size be taken into account, as students' physical space needs differed depending on their working styles. Ben Meunier and Mark Cranmer would liaise with individual departments to capture the number of spaces designated to their postgraduate research students. The Director of Library Services would present revised figures and an update at the next meeting of LC.

ACTION: Ben Meunier, Mark Cranmer & Dr Paul Ayris

Other matters for approval or information
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27 **EXTENDING ACCESS TO RESEARCH LITERATURE FOR NHS STAFF: FINCH REPORT RECOMMENDATION**

[PAPER 2-18 (15-16)]

- 27.1 **Received** – an analysis of a pilot undertaken by UCL Library Services and Jisc Collections in response to the Finch Report on OA.
- 27.2 UCL Library Services, in collaboration with Jisc Collections, had modelled and piloted a service to extend access to HE-subscribed research content across the NHS. This was in response to the results of the Finch Report, which recommended that access to required research content otherwise inaccessible to practitioners in other sectors should be facilitated. It had been noted that many clinicians and practitioners in the NHS were unable to access journals of relevance which were widely available to students. The report indicated that, in order to convert the pilot project into a full-blown NHS service, the five publishers who had agreed to make their content available would require a total recurrent annual payment of roughly £770,000. This would enable NHS practitioners to access at least 2,200 journals.

28 **PROJECT BIDDING IN UCL LIBRARY SERVICES**

[PAPER 2-19 (15-16)]

- 28.1 **Received** – a summary of the Library's progress in project bidding applications.

29 **REPORTS FROM WORKING GROUPS OF LIBRARY COMMITTEE**

[PAPER 2-20 (15-16)]

- 29.1 **Received** – a list of the Minutes received from the four Working Groups that report to LC.

29.2 Since the previous LC meeting, LC officers had received the Minutes of the following Working Groups:

- UCL Publications Board – 4 November 2015.

30 **REPORTS FROM FACULTY LIBRARY COMMITTEES**

[PAPER 2-21 (15-16)]

30.1 **Received** – a list of the Minutes received from the various FLCs or Faculty-level committees that report to LC.

30.2 Since the previous meeting of LC, LC officers had received the confirmed Minutes of the following FLCs or Faculty-Level Committees:

- Laws Faculty Library Committee – 10 June 2015;
- Bartlett Faculty of the Built Environment Library Committee – 12 November 2015.

31 **PROVOST'S TEACHING AWARD**

31.1 Under 'Any Other Business', LC members were delighted to learn that IOE librarian Nazlin Bhimani was to be presented with a Provost's Teaching Award at the 2016 Teaching and Learning Conference.

32 **DATE OF NEXT MEETING**

32.1 The next meeting of LC would take place on **Thursday 2 June 2016** at **10.30am**.

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