



LIBRARY COMMITTEE

Monday 5 March 2018

MINUTES

PRESENT:

Mr Rex Knight (*Chair*);

Ms Sarah Al-Aride; Mrs Stefanie Anyadi [*for items 16-18*]; Dr Paul Ayris; Dr Simon Banks; Dr Mike Cope; Dr Charles Inskip; Professor Vivek Mudera; Dr Leun Otten

In attendance: Mr Martin Moyle (Director of Services, UCL Library Services – *observer*); Ms Olivia Whiteley (Secretary to Library Committee)

Apologies for absence were received from Mr Mark Crawford, Dr Richard Freeman, Dr Kenth Gustafsson, Mr Ben Meunier, Dr Sophia Psarra, Dr John Sabapathy, Professor Philip Schofield, Professor Anthony Smith and Dr Hazel Smith.

Key to abbreviations

FLC	Faculty Library Committee
HR	Human Resources
KPA	Key Performance Area
LC	Library Committee
PRES	Postgraduate Research Experience Survey
SCONUL	Society of College, National and University Libraries

Preliminary business

16 **MINUTES OF 6 DECEMBER 2017 MEETING**

16.1 **Approved** – the Minutes of the Library Committee meeting held on 6 December 2017 [*LC Minutes 1-15, 2017-18*].

17 **MATTERS ARISING FROM THE MINUTES**

17A **Senate House Library Modernisation Programme**

[LC Minute 4.3, 06.12.17]

17A.1 Following the December 2017 meeting of LC, the results of investigations into UCL's learning space needs were shared with Dr Nick Barratt, Acting Librarian of Senate House Library.

17B **“Share the Space” initiative**

[LC Minute 6.3, 06.12.17]

17B.1 Following the discussions at the last meeting of LC, Martin Moyle had explored ways of monitoring take-up of unattended desk spaces in the “Share the Space” scheme.

Matters for discussion

18 **REPORT FROM THE PRO-VICE-PROVOST (UCL LIBRARY SERVICES)**

[PAPER 2-13 (17-18)]

18.1 **Received** – the report on progress in implementing the Library Services Strategy at LC 2-13 (17-18), presented by Dr Paul Ayriss, Pro-Vice-Provost (UCL Library Services).

18.2 The Pro-Vice-Provost highlighted a slight increase in UCL engagement with ReadingLists@UCL since the last report to LC; as of January 2018, 66% of modules with a Portico presence had an online Reading List, which was noted to be the highest coverage rate to date. An upward trend was also noted in terms of usage, with a much higher number of visits to ReadingLists@UCL recorded over September 2017-January 2018 than over the same period for the 2016-17 session.

18.3 In terms of the Library Services Strategy KPA on Staff, Equality and Diversity, a Staff Survey Action Group comprising trade union representatives and chaired by the Director of Operations (Library Services) had been set up to take action on the results of the 2017 staff survey. An action plan would be shared with LC in due course. Pleasingly, the results showed positive perceptions of how staff contributed to Library Services' objectives and to the success of UCL; these questions were among the highest scoring for Library Services. The question of whether Library Services staff felt that their work and professional goals and objectives were aligned to those of UCL had received a less positive response, with only 59% in agreement; however, this figure varied only slightly from UCL's overall score against the same question. The next iteration of the Library Services Strategy would aim to make clearer the linkages with UCL 2034. Compared with the institution as a whole, Library Services had received a positive score against questions on fair and respectful treatment of staff and optimism about the future of UCL, but had performed less well against the question of whether staff felt that they were encouraged to show initiative and be pro-active.

ACTION: Ben Meunier

- 18.4 Also highlighted was the recent ceremony to celebrate topping out the new Student Centre. A recurrent theme emerging from student surveys was a concern over the lack of learning spaces, and while Library Services had taken action just prior to the start of the 2017-18 session to make over 500 new spaces available within the Library footprint, the new Student Centre would offer 1,000 digitally-enabled learning spaces, thereby marking a transformation for the service provided by the Library to students.
- 18.5 LC Officers were invited to comment on how the Library might continue to address the specific needs of Postgraduate Research students. It was thought that the needs of Postgraduate Research students would differ depending on their discipline of study and the location of their department. Co-locating students with their research groups and increasing designated desk spaces near to laboratories were cited as examples, albeit not necessarily within the Library's remit. By segmenting the results of the recent PRES by discipline and Faculty, it was advised that a more nuanced approach could be taken to address the varied needs of Postgraduate Research students. Ben Meunier and Dr Mike Cope would meet to discuss LC's suggestions with the Vice-Provost (Research) and Pro-Vice-Provost of the Doctoral School. Areas of future opportunity would be compiled into a report.

ACTION: Ben Meunier & Dr Mike Cope

- 18.6 The report at LC 2-13 (17-18) provided an update on progress with the Systems and Processes KPA of the Library Services Strategy, highlighting the results of a recently commissioned report on usage of mobile devices to access Library Services. Recent developments in mobile technology included a mobile-friendly adaptation of the Library website, as well as the "UCL Go!" application, a module of which was dedicated to Library Services. A number of possible future activities to enhance mobile services were outlined for the next iteration of the Library Services Strategy. Members of LC were invited to share their views on the role of mobile technology in the student experience and interactions with the Library; space sourcing functionality, along with ease of use and consistency across different devices, were considered welcome developments. It was noted that a ChangeMakers Project was underway to collect data on students' vision of a mobile library; a report was anticipated in the summer and would be shared with Library Services once available.

ACTION: Martin Moyle & Dr Charles Inskip

- 18.7 The soft launch of the UCL Press megajournal platform took place on 16 January 2018. The scope of the megajournal, which was expected to go live towards the end of the year, was to bring together cross-disciplinary outputs in environmental science within a single platform that would be open in terms of access, transparency of peer review and research data and encourage evaluation based on the use of responsible metrics. Research funders had already begun to establish similar platforms and it was thought that in so doing a transition towards Open Access could be achieved. LC Officers were invited to share their views on future and subject-specific models for the UCL Press megajournal and a number of suggested areas for further reflection were contributed, including the following:

- The impact of the online megajournal on article searching behaviours, which might be less likely to reflect current tendencies to browse for outputs;
- The extent to which perceptions of the value of commercial journals and journal impact factors could pose a barrier to the megajournal achieving its aims; and similarly, the extent to which the quality and efficiency of the megajournal's own editorial and review processes – including the openness of peer reviewers' names and comments – might influence researchers' publishing decisions. It was noted that steps were underway to assign an international board to the UCL Press megajournal;
- The likelihood of future institutional competition for quality, readership and impact in the context of a potential step change in which researchers could choose to publish via a range of institutionally branded megajournals.

18.8 Library Services and UCL HR planned to run a series of workshops in the summer to communicate plans to address the Open Science agenda within UCL. This would be followed by an Open Science training and advocacy programme in the 2018-19 session. Another development underway as part of UCL's implementation of the Open Science agenda was the drafting of a UCL Bibliometrics Policy, which would soon be sent out for consultation. A report on UCL's progress in Open Science would be presented at the next meeting of LC.

ACTION: Dr Paul Ayris

19 **UCL COLLECTION MANAGEMENT**
[PAPER 2-14 (17-18)]

- 19.1 **Received** – the report on UCL Library Services' recent developments in collection management at LC 2-14 (17-18), presented by Martin Moyle, Director of Services (UCL Library Services).
- 19.2 The paper at LC 2-14 (17-18) reported recent developments in three areas of collection management: demand-driven schemes to acquire e-books as well as shelf-ready book ordering; the cataloguing of collections stored at Wickford; and investment in GreenGlass software to support a number of UCL's collection management activities. Further reports were anticipated over the coming months as Library Services was in the process of developing a new Collection Management Policy. LC Officers were invited to reflect on the reports given and address several questions on future collections management to help shape the future policy.
- 19.3 E-books were found to function well with teaching and learning activities, providing fair access to resources without occupying shelf space. Two demand-driven acquisition models trialled at UCL in recent years had proven successful, used mainly by Undergraduate and Postgraduate Taught students. In spite of these positive developments, national metrics such as the SCONUL dataset indicated that UCL was behind its competitors in terms of investment in e-book delivery. Some concerns were raised by members of LC regarding the risk posed by the eventual removal of e-book resources in the Evidence-Based Acquisition model, in which a publishers' full output was made available to UCL students for a year and then the most-used resources (up to an agreed value)

were added to the Library's permanent collection. A careful selection of the final holding, possibly informed by user ratings, was advised such as to minimise a negative impact on the student experience and expectations. A caveat was also noted in that the availability of e-book resources was uneven across disciplines.

- 19.4 Library Services had taken steps in the past 12 months to speed up book supply through the use of 'shelf-ready' book ordering, in which new books arrived fully catalogued and labelled, to the extent that 75% of orders placed between August and December 2017 were shelf-ready. It was hoped that this would have a positive impact on the student experience.
- 19.5 In answer to a question on monitoring student resource needs, it was noted that the number of loans and requests were monitored, that students could raise requests online or via their tutors and that user complaints regarding resource scarcity had decreased with the take-up of ReadingLists@UCL, which made a number of module-related resources available online. It was observed that the ReadingLists@UCL software and format, which was found by some to be difficult to use and also limited to electronic resources, was sometimes a barrier to encouraging students' usage of relevant materials. While Library Services could look into removing some of these obstacles, possibly using a cloud-based system, as well as better promote the pedagogical values of ReadingLists@UCL, it was noted that coverage might not be feasible or necessarily desirable for all modules. Another potential future development was to devise and make available, via UCL Press, textbooks specific to UCL programmes.
- 19.6 The Library's investment in GreenGlass software had enabled sophisticated profiling of its collections as well as inter-library holdings comparisons. For example, findings showed that of the 1.7 million books held by the Library, 39% had been borrowed more than three times since 1999, which was more than the GreenGlass average. Of the scarce and unique holdings identified using GreenGlass, it was questioned whether there were plans to digitise items, and noted that a pan-London project to digitise such resources might be plausible in conjunction with other libraries. LC Officers suggested combining GreenGlass statistics with data on electronic holdings to establish the relative costs and usage of items held in both formats and to form a background against which to consider different models of usage and purchasing.

20 ESTATE DEVELOPMENTS IN UCL LIBRARY SERVICES

[PAPER 2-15 (17-18)]

- 20.1 **Received** – the report on developments in UCL Library estates at LC 2-15 (17-18), presented by Dr Paul Ayris, Pro-Vice-Provost (UCL Library Services).
- 20.2 The forthcoming iteration of the Library Strategy would continue to place a strong emphasis on developing a sustainable estate, in line with UCL 2034, focusing on four key areas. Learning space management, securing the future home of UCL Special Collections and enhancing staff work spaces would form three of these areas. The fourth was to extend the range of hubs across UCL campus, with destination sites including UCL East, the School of Pharmacy and, following its forthcoming acquisition by UCL, the Eastman Dental Institute. In the longer term, a learning hub modelled on the new Student Centre was planned for the DMS Watson Library site, while space in the Main Library would become a dedicated doctoral student space. Following questions from LC, Dr Ayris

would liaise with Ben Meunier to establish Library Services' plans for Stanmore Campus.

ACTION: Ben Meunier

- 20.3 Also highlighted was the additional Pop-Up Library space which Library Services, UCL Estates and the Students' Union had arranged to make available from UCL's reopening after Easter until the end of the main examination period. The Pop-Ups would occupy space in the Main and South Quads, providing hundreds of learning spaces. This was in response to feedback from surveys indicating that the Library was under particular pressure to provide study spaces during the exam revision period. The Lower Refectory would also remain open 24 hours a day, seven days a week, for the same period.

Other matters for approval or information
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21 **PROJECT BIDDING IN UCL LIBRARY SERVICES**

[PAPER 2-16 (17-18)]

- 21.1 **Received** – a summary of the Library's progress in project bidding applications at LC 2-16 (17-18).

22 **REVISED LC MEMBERSHIP 2017-18**

[PAPER 2-17 (17-18)]

- 22.1 **Received** – an updated LC membership list for 2017-18, at LC 2-17 (17-18).

23 **REPORTS FROM WORKING GROUPS**

[PAPER 2-18 (17-18)]

- 23.1 Since the previous meeting of LC, LC Officers had received the Minutes of the following Working Groups of LC:

- Bibliometrics Working Group – 12 September 2017 and 12 December 2017 (unconfirmed);
- Library Estates Development Working Group – 17 January 2018 (unconfirmed);
- Open Science Platform – 9 November 2017 (unconfirmed);
- Publications Board – 13 December 2017.

24 **REPORTS FROM FACULTY LIBRARY COMMITTEES**

[PAPER 2-19 (17-18)]

- 24.1 Since the previous meeting of LC, LC Officers had received the Minutes of the following FLCs or Faculty-level Committees:

- Arts and Humanities and Social and Historical Sciences Joint Faculty Library Committee – 1 June 2017 and 29 November 2017 (unconfirmed);
- Built Environment Faculty Library Committee – 16 November 2017;
- Engineering Sciences Faculty Teaching Committee – 6 November 2017 (unconfirmed);
- Laws Faculty Library Committee – 31 May 2017.

25 **DATES OF NEXT MEETINGS**

25.1 The next meeting of LC would take place on **Monday 11 June 2018** at **2.00pm**.

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