# Library Committee
7 February 2023, 14.00pm
Web conferencing meeting via Microsoft Teams

**Minutes**

**Present Members:**
Professor Vivek Mudera (Chair); Hamza Ahmed; Dr Paul Ayris; Professor Simon Banks; Professor Duncan Brumby; Professor Tom Carlson; Professor Ben Cox; Dr Richard Freeman; Dr Liza Griffin; Dr Charles Inskip; Professor Diane Koenker; Sarah Lawson (deputising for Andy Smith); Ben Meunier; Martin Moyle; Dr Rachel Rees; Professor John Sabapathy; Dr Harriet Shannon; Thomas Turner; Professor Gareth Williams.

**In Attendance:**
For Item 4: June Hedges, Head of Liaison and Support Services, LCCOS
For Item 6: Ian Caswell, Journals Manager, UCL Press

**Officer:**
Douglas Bertram (Secretary)

## Part I: Preliminary Business

### 1. Minutes of the previous meeting (2-01)

1.1. The Library Committee (LC) approved the Minutes of the meeting held on 1 November 2022.

1.2. At Minute 2.2, Professor Ben Cox requested that his name be corrected.

### 2. Matters Arising (Paper 2-02)

2.1. Arising from Minute 2.1, Dr Paul Ayris, Pro-Vice-Provost (LCCOS) noted that after the recent publication of UCL's Strategic Plan the Library had initiated deliberations regarding its own strategy and that an event to be held for Vice Deans for Education and Research in Term 3 had been planned. The matter would be discussed further with the Chair.

2.2. Arising from Minute 2.2, it was noted that a table of contents would be added to documents within the Scan and Send service in addition to a notes field. The Director of Services (Library, Culture, Collections, Open Science), Martin Moyle, confirmed that this matter had been actioned.

2.3.    Arising from Minute 2.3, it was confirmed that a LC member had received the current Library strategy document.

2.4.    Arising from Minute 7.2b, it was noted by Dr Paul Ayris, Pro-Vice-Provost (LCCOS) that the suggestion made for Teaching Fellows to author faculty specific textbooks as part of a recruitment process to substantive posts had been pursued with the Faculty of Laws and the Faculty of Mathematics and Physical Sciences and that further communications on the matter would be made in the Library's termly briefing to all Deans.

2.5.    Arising from Minute 8.2b, Dr Paul Ayris, Pro-Vice-Provost (LCCOS) informed the LC that conversations with the Provost and Vice-Provost (Faculties) had resulted in the Library contacting all Deans with a draft response to the Springer Nature negotiations. This was submitted to JISC and was one of circa 100 such responses from a variety of institutions, the majority of which recommended that the current offer from Springer Nature would be rejected in favour of further negotiations. It was also noted that Springer Nature had not made direct contact with individual members of staff and that the matter was anticipated to have been resolved by the summer.

2.6.    Arising from Minute 9.2, Dr Paul Ayris, Pro-Vice-Provost (LCCOS) noted that the request for the inclusion of an Open Science guide for early career researchers as part of mandatory training for new lecturers had been pursued via UCL HR and that discussion of how this might be achieved would continue.

2.7.    Arising from Minute 9.2b, Dr Paul Ayris, Pro-Vice-Provost (LCCOS) noted that conversations had been held with the Director of the Doctoral School regarding the inclusion of the Open Science video in doctoral training and that as a result the video had been made available to doctoral students.

## Part II: Strategic Items for Discussion

### 3.    Report of the Pro-Vice-Provost (UCL Library, Culture, Collections, Open Science) (Paper 2-03)

3.1.    Dr Paul Ayris, Pro-Vice-Provost (LCCOS) introduced a paper that focussed on the Key Performance Areas of the Library Strategy and measured performance against those themes since the last meeting of the LC. The following key points were highlighted:
   a.    The UCL Research Institute for Collections had been established as a means of coordinating collections held centrally by UCL's museums, galleries, and Library in addition to objects-based teaching collections held by departments and faculties.
   b.    The Arts and Humanities Research Council (AHRC) had made a call, nationally, to fund such undertakings and had specified that they must

include cross-institutional management and governance of collections to make their contents available both internally and to potential external funders.

c.   UCL had received funding from the AHRC and that whilst the Research Institute for Collections had been established for only 12 months it would be well positioned to develop UCL's collections culture. As such, contact would be made with relevant academic departments and faculties that hold collections in order to have established best practice with, for example, reference to compliance with the Human Tissues Act.

d.   The Director of Operations, UCL Library Services, Ben Meunier informed the LC that the Library and Special Collections had established its presence at UCL East in November 2022. Requests for extended opening hours had been made by users and funding for this had been made available by the LCCOS Budget Executive for this purpose.

e.   The Library and Special Collections facilities at UCL East were noted to have included learning spaces, and a 'click and collect model' for the delivery of collections.

f.   A group had been established to oversee the opening of a library at the Marshgate site in 2024, and it was anticipated that this would be a larger facility but provide similar services. The LC was informed that a launch event for the new library had been planned for September 2023.

g.   The LC was informed of an Oral History Bike shared with the School of Creative Industries that would be used to collect oral history material and provide collection development and outreach to local communities.

h.   Changes made to UCL Estates governance, oversight of UCL's estate, and budgeting were noted to have been made and would be included in UCL's Estates Strategy to be approved by Council at its next meeting. Key areas highlighted for expenditure were noted to be ones that LCCOS would be able to have aligned projects to and consideration of this would be made in the drafting of the Library's strategy.

3.2.   The following points were raised in discussion:
a.   The Chair requested that communication be made across UCL regarding the establishment of the Research Institute for Collections and its work.
**Action: Dr Paul Ayris, Pro-Vice-Provost (LCCOS).**
b.   Whilst the Chair requested increased communications regarding the Oral History Bike in order to have emphasised its innovate nature; a member noted that oral history collections had been undertaken by a variety of organisations during the period of the Olympics in 2012,

particularly in Hackney and Hackney Wick, and that this posed a danger of duplication of activity.
**Action: Ben Meunier, Director of Operations, UCL Library Services.**

c. A member queried temperature control of the storeroom 7c at the UCL East library and whether its use would be temporary or on-going. The Director of Operations, UCL Library Services, Ben Meunier, responded by noting that its use had been envisaged as temporary and that it would be used for the termly and overnight storage of collections. More broadly, it was noted that discussions would be held with the Pro-Provost for UCL East, Professor Paola Lettieri, for increased storage space as part of UCL East's second phase of construction.

3.3. LC noted the contents of the Report.

**4. Open Science and Scholarship Report (Paper 2-04)**

4.1. Dr Paul Ayris, Pro-Vice-Provost (LCCOS) presented a paper that detailed current developments in Open Science and Scholarship in UCL since the last meeting of the LC. The following key points were highlighted:

a. UCL Press's aggregation of research publications related to Covid-19 had resulted in the identification of 4000 publications authored by or co-authored by UCL researchers.

b. The number of UCL Press monograph publications was noted to have reached 269 with a publication rate of circa one monograph per week. Downloads of these publications have taken place in 246 territories across the world with the overall figure of downloads having approached 7 million. This figure was anticipated to increase as UCL's range of publications would be developed. In the course of monthly reporting on downloads, JStore was noted to have proven the most popular platform alongside UCL Discovery.

c. UCL's attempts to improve the education of women in Afghanistan were highlighted and in particular a meeting held with the Vice-Provost (Education), Professor Kathy Armour, and Professor Sara Mole, during which it was agreed that the Library's Open Access services would be a suitable means of doing this. Additionally, the availability of e-textbooks had been recognised as significant in this undertaking.

d. Contact with UCL had been made by the University of Mosul's Librarian as part of a European tour to seek assistance in the establishment of its recently destroyed library. UCL's Research Excellence Framework (REF) return, via UCL Discovery, and UCL Press publications had been made freely available to Mosul University library users as Open Access material. This was considered to be

particularly attractive to Mosul University due to the opacity of the current Iraqi government and attendant funding difficulties.

4.2. The following points were raised in discussion:

    a. The Chair queried possible engagement with UCL's academic community regarding journal access. Dr Paul Ayris, Pro-Vice-Provost (LCCOS) advised that if no agreement with Springer Nature had been reached, UCL would lose access to current and new content. The Chair emphasised the severe effect this would have on UCL and suggested that the matter be presented to the Academic Board in order to obtain feedback. Dr Paul Ayris, Pro-Vice-Provost (LCCOS) agreed and observed that the matter would be raised, in the first instance, with the Vice Provost (Research, Innovation, and Global Engagement), Professor Geraint Rees.
**Action: Dr Paul Ayris, Pro-Vice-Provost (LCCOS).**

4.3. LC noted the contents of the Report.

**5. The Student Experience: An Analysis from Feedback and Surveys (Paper 2-05)**

5.1. June Hedges, Head of Liaison and Support Services, LCCOS, presented a paper that provided a summary of the outcomes of various student surveys undertaken at UCL in 2021-22. It included data related to services and support provided by the Library to enable the LC to note student satisfaction ratings for the previous academic session. The following key points were highlighted:

    a. 5 student surveys had been considered as part of the analysis, 4 of which had been conducted annually in addition to a survey of postgraduate research students which had been conducted on a biannual basis.

    b. Survey results had returned to pre-pandemic figures with student access to buildings and facilities restored.

    c. National Student Survey (NSS) results highlighted (in question 19) the Library's provision of learning resources as particularly positive and was both the highest score in UCL's overall result and above the sector average.

    d. Student Experience Survey results, drawn from Year 2 students, indicated strong and increased satisfaction ratings.

    e. The LC was informed that variations to survey questions had been possible and during the pandemic period questions related to library space had been removed. These questions had subsequently been re-introduced and would be key to the consideration of future and strategic planning.

     f.    Results for the current academic session had already been received and mirror the positive results achieved for the previous year, i.e. 2021-22.

5.2.    The following points were raised in discussion:

     a.    A member queried the New to UCL Survey results concerning access to online resources, with a 92% result, and asked if this represented an 8% failure rate. June Hedges, Head of Liaison and Support Services, LCCOS, responded by noting that whilst the survey result had provided a good indicator of student satisfaction, the survey itself had been conducted at an early point in the student career, also that only 27% of students participated with the survey and therefore it could not be fully relied upon.

5.3.    LC noted the contents of the paper.

## 6.    UCL Press Report: Journals (Paper 2-06)

6.1.    Ian Caswell, Journals Manager, UCL Press, presented a paper that provided an update on UCL Press's Journals Programme. The following key points were highlighted:

     a.    UCL Press was noted to publish 15 journals in total divided into two models: academic journals published under Open Access that cover the Humanities, Law, and Social Sciences; and the UCL Open Environment journal published with open peer review via a pre-print server model.

     b.    The Journals Programme was noted to have provided the UCL Student Open Access Journal Service, which allowed students to publish research and manage their own Open Access journal.

     c.    That UCL Research Collections has collated UCL publications, issued by any publisher that has entered into a deal with UCL, into free-to-read thematic collections, i.e. Covid-19, Long Covid-19, SEGs, and UCL Grand Challenges.

     d.    A detailed summary of the Journals Programme's recently achieved milestones and goals allied to UCL's overall strategic aims was provided.

     e.    Future plans were detailed: that marketing and communications would be bolstered to highlight the work of editors on journal boards; to develop opportunities for UCL and external researchers to publish with UCL Press; for UCL Open Environment to include a planetary health series for which contributions had been invited.

6.2.    The following points were raised in discussion:

     a.    Dr Paul Ayris, Pro-Vice-Provost (LCCOS) underlined the competitive nature of the journals market and informed the LC of transformative deals with commercial publishers that ensured Open Access output

and the right to publish and read. The costly nature of such arrangements, with a 40% profit for the publisher, was emphasised and identified as unpopular with institutions located in the global south. UCL Press's approach with alternative Open Access pre-print servers and journals, that provide Open Access, solid peer review, and reduced costs for subscribers, was therefore described as a long-term solution to the problems posed by commercial publishers and associated fees.

b.  The Chair suggested that, in conjunction with the Office of the Vice President (Advancement), advertising deals might be entertained by UCL's journals. Ian Caswell, Journals Manager, UCL Press, observed that this matter had been previously considered and that the accreditation of journals by regulatory bodies posed challenges concerning permission associated with adverting. It was suggested that this could be reviewed in the future.

c.  A member queried the Journal Programme's financial model and its capacity to publish additional journals. Ian Caswell, Journals Manager, UCL Press, responded by noting that whilst UCL Press was centrally funded external groups that provided funding to cover direct publishing costs and editorial support had been used. It was suggested that such partnerships might support any future expansion of UCL Press.

6.3.  LC received the paper.

## 7.    Review of Library Regulations (Paper 2-07)

7.1.  The Director of Services (Library, Culture, Collections, Open Science), Martin Moyle, presented a paper that proposed an updated set of Library Regulations, that would apply to all users of LCCOS's physical and digital libraries. It detailed key changes to the published Regulations (www.ucl.ac.uk/library/about-us/policies/library-regulations), which the paper would supersede if approved. The following key points were highlighted:

a.  E-scooters and e-bikes would be explicitly prohibited from all library sites due to fire risk.

b.  That children would be granted library access but only under supervision.

c.  That guide and therapy dogs would be allowed entry to library sites but no other animals would be permitted.

d.  That digital library terms and conditions would be added to the Regulations.

7.2.  The following points were raised in discussion:

a.  A member queried the physical access of guests (academics) to Library sites. The Director of Services (Library, Culture, Collections, Open Science), Martin Moyle, responded by noting that whilst

procedures for this purpose had been arranged, he would check to see that they included guest visits.
**Action: Peter Dennison, Head of Customer Service, UCL LCCOS**

7.3.    LC approved the updated Library Regulations.

## Part III: Other Business for Approval or Information

**8.    Project bidding in UCL Library Services (2-08)**
8.1.    LC received the termly summary report on the Library's progress on project bidding applications.

**9.    Minutes of Library Working Groups (2-09a-c)**
9.1.    Since the last meeting, LC had received the following minutes of Working Groups that report to LC:
   a.    Faculty of Medical Sciences Teaching Committee - 19 November 2021 (confirmed);
   b.    UCL Bibliometrics Working Group 17th Nov 2022 (unconfirmed);
   c.    Faculty of Medical Sciences Teaching Committee – 27 May 2022 (unconfirmed).

**10.    Minutes of Faculty Library Committees (2-10a-c)**
10.1.    Since the last meeting, LC had received the following minutes of Faculty-level or Faculty Library Committees (FLCs) that report to LC:
   a.    Arts and Humanities and Social and Historical Sciences Joint FLC – 08 June 2022 (confirmed);
   b.    Arts and Humanities and Social and Historical Sciences Joint FLC – 23 November 2022 (unconfirmed);
   c.    Faculty of Laws Library Committee Meeting – 8 December 2022 (unconfirmed).

**11.    Any Other Business**
11.1.    It was noted that Ben Meunier would soon leave UCL to join the Chinese University of Hong Kong as University Librarian and both the Chair and Dr Paul Ayris, Pro-Vice-Provost (LCCOS), wished him every success in his future career.

**12.    Date of the next meeting**
12.1.    The next meeting would take place in Term 3 on 23 May 2023 at 14.00pm.

Douglas Bertram, Library Committee Secretary
February 2023