LIBRARY COMMITTEE

Thursday 8 November 2012

M I N U T E S

PRESENT:
Professor David Price (Chair)
Dr Paul Ayris
Dr Mike Cope
Mr Edwin Clifford-Coupe
Professor Jean McEwan
Dr Caroline Essex
Dr Julie Evans
Professor Adrian Forty
Dr Kenth Gustafsson
Ms Caroline Hibbs
Mr Rex Knight
Professor Richard North
Dr Andrew Wills

In attendance:
Mr Gary Hawes (Secretary)

Apologies for absence were received from Dr Richard Aizlewood, Mr Marco Federighi, Dr Hilary Richards, Professor Philip Schofield and Professor Michael Worton.

Key to abbreviations
APCs   Article processing charges
FLCs   Faculty Library Committees
HEIs   higher education institutions
JISC   Joint Information Steering Group
LC   Library Committee
LERU   League of European Research Universities
LSE   London School of Economics
NSS   national Students Survey
RCUK   Research Councils UK
SHS   Social and Historical Sciences

---

1   CONSTITUTION AND 2012-13 MEMBERSHIP; TERMS OF REFERENCE

Noted:

1.1   The constitution and 2012-13 membership and terms of reference of LC at <u>LC 1-01 12-13)</u>.

2   MINUTES OF 14 JUNE 2012 MEETING

Confirmed:

2.1   The Minutes of the previous meeting of LC held on 14 June 2012, issued previously *[LC Mins.31-40]*.

3   MATTERS ARISING *[see Minute 4 below]*

4   CATALOGUING BACKLOGS *[LC Min. 38.5, 14.6.12]*

Reported:

4.1   A study by the Director of UCL Library Services of the Library's book and monograph order records for the period July 2011-July 2012 had revealed that:

- the cataloguing backlog for these materials currently amounted to between 1000-1500 items (*ie* 5-7%) – which was not a large number for an academic research library;
- The average timescale for placing an order for a book or monograph and this item appearing on the shelf was around 83 days (*ie* 37 days between the time of placing the order and receiving the item from the publisher, and 46 days between cataloguing the item and it appearing on the shelf).

4.2   The Director of UCL Library Services had instigated a separate study to investigate what sort of impact the purchase of shelf-ready books might have on improving the timescale from purchase to materials appearing on the shelf. Although the Director of UCL Library Services would submit a report on this study back to the next meeting of LC, preliminary indications had suggested a significant saving in time.

Discussion:

4.3   Although the Director of UCL Library Services also agreed to investigate the likely impact in cost- and time-saving terms of scaling up the Library's purchasing of books and monographs from Amazon, he noted that materials purchased through Amazon would still need to be made shelf-ready, and that Amazon would not be able to offer the same level of coverage across subject areas as the Library's current suppliers.

RESOLVED:

4.4   *That the Director of UCL Library Services report back to the next meeting of LC on his investigations into the likely impact in cost- and time-saving terms of i) purchasing shelf-ready books and ii) scaling up the Library's purchase of books and other monographs from Amazon.*

                                                                                      <u>***ACTION***</u>***: Dr Paul Ayris***

5   **UNIVERSITY OF LONDON ACCESS AGREEMENT 2012-13**

Noted:

5.1   The report and recommendations at <u>LC 1-02 (12-13)</u>, introduced by the Director of UCL Library Services.

Reported:

5.2   The driver for the three recommendations at <u>LC 1-02 (12-13)</u> was the action taken by the LSE library (and subsequently by the SOAS library) during 2011-12 not to allow access to its library to other UoL students in the period between March and June 2012, owing to the extreme pressures on study space. Discussion within UCL shortly after LSE's announcement had resulted in UCL Library Services taking similar measures to deny access to its own Library to LSE and SOAS taught students for an equivalent period.

Discussion:

5.3   Although members of LC agreed that the reciprocal action taken by UCL had been regrettable, it was recognised that this had been driven by the LSE acting in contravention of the spirit of the UoL Access Agreement and by the need to protect the interests of UCL's own students.

5.4   Members of LC agreed that the recommendations proposed at <u>LC 1-02 (12-13)</u> were both sensible and reasonable. However, it was agreed that recommendation 8.c might be amended as follows (through addition of the underlined text) with a view to granting UCL Library Services the ability to exercise discretion where necessary:

> That in order to cope with rising demand for space, UCL Library Services <u>normally</u> refuses to offer new memberships to members of the public, i.e. those without any university or scholarly affiliation *during third term only*. (Again, those seeking access to our rare/unique holdings would still be admitted.)

5.5   It was agreed that the Director of UCL Library Services and colleagues should be asked to clarify what the Library Services' position would be on dealing with membership renewals in the context of the recommendations at <u>LC 1-02 (12-13)</u>.

RESOLVED:

5.6   ***That the recommendations at <u>LC 1-02 (12-13)</u> be approved subject to incorporation of the proposed amendment at Minute 5.4 above and the Director of UCL Library Services seeking clarification on the Library's position with regard to the issue raised at Minute 5.5 above.***

<div align="right"><u>***ACTION:***</u> ***Dr Paul Ayris***</div>

6   OPEN ACCESS DEVELOPMENTS

6A   Going For Gold: Gold Open Access publishing infrastructure for research universities in Europe

Noted:

6A.1   A report at <u>LC 1-03 (12-13)</u>, introduced by the Director of UCL Library Services.

Reported:

6A.2   'Going for Gold' was a three-year research infrastructure development project which was designed to create shared Gold Open Access publishing infrastructures for research universities in Europe. The product of the publishing infrastructure would be Gold Open Access monographs in the Arts, Humanities and Social Sciences, which were typically produced in research universities.

6A.3   The international partnership that would comprise the 'Going for Gold' project was being selected from various European universities, most of which were already members of LERU. Although the project was yet to be fully costed, current estimates indicated a cost of around €5 million. The original intention had been to submit a bid for EU funding in 2013; however, since then, the Arcadia Fund had contacted the project proponents to express an interest in funding the project. This had led to an outline proposal being submitted to the Aracadia Fund in October 2012 with a view to this being worked up into a full proposal for submission in the Spring 2013.

Discussion:

6A.4   The following points were noted during discussion:

- In the event that the Going for Gold project got off the ground, there would need to be incentives to create an onus for researchers to submit their outputs to the shared publishing infrastructure Open Access project rather than through traditional publishing outlets;
- Work would be carried out as part of the project to ensure that the shared services would be sustainable from the close of the project phase. To this end, the business planning process would begin with a landscape survey, combining desk research and stakeholder interviews, to gather data about open access monograph publishing in terms of costs, demand, activity levels, products and services. A full business model for the sustained maintenance of 'Going for Gold's' shared services and publishing operations would be delivered in year 3 of the project.
- The outcomes of the project phase would be useful for helping to inform principles and practices relating to UCL's own general e-presence.

6B   Developments in the light of the Finch Report *[LC Min. 38.3, 14.6.12]*

Noted:

6B.1   Oral reports from the Chair and the Director of UCL Library Services.

Reported:

6B.2   The Finch Report, which was published in June 2012, had recommended among other things, that Gold Open Access, funded by APCs, should be the main vehicle for the publication of publicly funded research. Although UCL had sought to be

instrumental in putting forward its views advocating the development of a mixed economy model of Gold and Green Open Access, neither it nor any other research intensive HEIs were formally consulted by the Finch Committee as part of the latter's deliberations.

6B.3   The Government's response to the Finch Report had been to accept all of the Report's recommendations and to instruct the UK Funding Councils and Research Councils to implement them. Accordingly, RCUK had announced a new open access policy, to come into effect for all research articles submitted for funding from 1 April 2013, which would require all peer-reviewed research outputs resulting from research that was wholly or partially funded by the Research Councils to be published in Open Access repositories that were compliant with RCUK policy on Open Access. Although the RCUK's criteria for compliancy would also extend to some institutional repositories that provided for Green Open Access, crucially this would require authors to observe a mandated maximum embargo period of six months before publication.

6B.4   The recommendations of the Finch Report would mean that HEIs would effectively be required to foot the additional costs of covering APCs for Gold Open Access on top of the subscription costs they currently paid for access to journals. Although the Research Councils would be providing block grants to HEIs to support the payment of APCs, this would still mean that UCL, which produced between 2000 and 3000 Research Council-funded research outputs per year, would be burdened with additional overhead costs of somewhere in the region of between £2-4m per year.

6B.5   Although UCL would be likely to make arrangements to fund the costs of APCs centrally in the short term while the new process was embedded and its longer-term budgetary implications were discussed, it would be necessary in the medium to longer term to move towards a system whereby the author or relevant UCL academic department would be required to bear the costs of APCs.   Both the Chair of LC and the Director of UCL Library Services would continue to monitor the situation with a view to keeping LC informed of developments.

Discussion:

6B.6   The following points were noted during discussion:

- It would be important to ensure that a communication plan was in place to promulgate news of the recommendations of the RCUK's Open Access policy and its implications, along with plans for managing this, to UCL academic staff and departments;
- There also needed to be more promulgation within UCL of the Wellcome Trust's Open Access policy, which required all research outputs funded in whole or in part by the Wellcome Trust to be made available via the UK PubMed Central repository as soon as possible. At present, it was thought that only around 50% of research outputs acknowledging Wellcome Trust funding complied with this policy;
- The mandated six-month embargo against Green Open Access publication would effectively serve to nullify this model as a viable alternative for research-intensive universities;
- Although there had been developments such as the SCOAP3 consortium, which had established an innovative economic model to achieve Open Access to peer-reviewed research outputs in high-energy physics without the upfront payment of APCs by redirecting subscription expenditures, this would not necessarily be scalable to other subject areas. However, research-intensive HEIs such as UCL might look to exploit their purchasing power with some publishers with a view to driving down the costs of APCs and mitigating the likely impact of the additional costs of these.

5

7   SENATE HOUSE LIBRARY COLLECTIONS REVIEW: IMPLICATIONS FOR UCL

Noted:

7.1   The report at <u>LC 1-04 (12-13)</u>, introduced by the Director of UCL Library Services.

Reported:

7.2   While UCL Library Services was able to collect comprehensively in the majority of SHS disciplines that were represented by the current SHL collections, the SHL's realignment of certain collections (*eg* the refocused continuation of Politics, Economics, Sociology, and Classical Studies as part of the collection grouping of Historical Studies; the realignment of the Psychology collection and termination of spend on clinical psychology) and its complete cessation of other collections (*eg* Geography, Law, Heath Studies and the History of Science, Technology and Medicine) were cause for concern and would have implications for UCL postgraduate research students and academic/research staff. In light of this, UCL Library Services had requested that further information, including specifically revised collection development policies for those areas to be realigned, should be provided by SHL as a matter or urgency so that the extent of the impact that this would have on UCL collections could be properly assessed.

7.3   UCL Library Services had also requested to see the SHL's list of periodical titles that would be halted so that it could assess the impact of the SHL's cancellation exercise on UCL collections, along with a more granular breakdown of UCL use of the SHL by student/staff status and discipline. Although the SHL had since made available a list of 250 SHS periodical titles that it intended to cut, this did not cover monographs, so UCL Library Services colleagues would be recontacting SHL with a view to establishing a clearer indication of SHL's collecting intentions in the monograph field. In instances where titles on the SHL list were available digitally, Library Services proposed to bid for funding for new e-resources to purchase the digital equivalent so that this could be made available as part of the UCL collections. However, it would not be possible for the Library to increase it hard-copy monograph collection owing to lack of storage space, so in instances where titles could not be made available digitally, UCL users would be required to seek copies of these titles elsewhere, *eg* the British Library or LSE library.

7.4   It was noted that SHL would continue to review its collecting activities and that a second round of culling/cancellations was being planned.

8   ARCHWAY HEALTHCARE LIBRARY

Noted:

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

Reported:

8.2   As a consequence of the decision to sell part of the Archway Campus, the Archway Healthcare Library, which served the Whittington Hospital and its NHS partners as well as students and staff of Middlesex University and UCL, would close with effect from July 2013.

8.3   The Director of UCL Library Services and colleagues in UCL Estates had been in discussion with the Whittington NHS Trust with a view to forming a partnership to

fund provision of a new library. Although space had been indentified, discussion was continuing around refurbishment plans and costs. However, it was hoped that a recurrent annual budget of around £250K could be established to fund the new provision. In the event that it was unable to come to an agreement, the fall back position would be for students and staff to use the Royal Free Medical Library.

9   IMPLEMENTATION OF THE LIBRARY STRATEGY 2011-14: UPDATE ON PROGRESS

Noted:

9.1   The report at LC 1-05 (12-13), introduced by the Director of UCL Library Services.

Reported:

9.2   Twenty-four-hour opening of the Main and Science Libraries (Monday through to Saturday) had commenced on 1 October 2012.

9.3   The increasing level of student satisfaction with the UCL Library had been reflected in the 2012 NSS results. The percentage of students who had indicated satisfaction with the UCL library resources and services had increased to 87% from the previous year's figure of 84% (this was against the sector average of 83%).

10   DIGITISATION ACTIVITY

Noted:

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

Reported:

10.2   UCL had received a grant from the Stavros Niarchos Foundation to create an online digital library of UCL's Special Collections related to Greek history and culture. The Provost would be announcing news of this formally at the official opening of the Flaxman Gallery oculus at the end of November 2012.

10.3   UCL, along with the Imperial war Museum and the National Library of Wales, had featured in a study that had been undertaken by the JISC-led Strategic Content Alliance and Ithaka on the long-term sustainability of digitisation projects, a report on which would be published in December 2012. There were currently 32 digitisation projects underway within UCL and the Director of UCL Library Services and Library Services colleagues had been looking into a plan for maintaining, sustaining and archiving these, which would be rolled out in future.

11   APPROVAL OF LIBRARY REGULATIONS

Noted:

11.1   The draft revised Library Regulations at LC 1-06 (12-13), introduced by the Director of UCL.

Reported:

11.2   The revised Regulations now permitted eating and drinking in designated areas of the Library, although hot food and food in open containers were not allowed.

Discussion:

11.3   At the request of the UCL Union Education and Campaigns Officer, the Director of UCL Library Services agreed to look into how the Library's policy of automatically fining Library users who set off the alarm on exiting the Library with unissued material was implemented, with a view to reviewing this if necessary. He also agreed to look into the Library regulation that currently required Library users to pay the full cost of replacement of library items that were stolen while in their possession, again with a view to reviewing this if necessary.

RESOLVED:

11.4   That the Library Regulations at LC 1-06 (12-13) be formally approved.

11.5   That the Director of UCL Library Services investigate i) how the Library's policy of automatically fining Library users who set off the alarm on exiting the Library with unissued material was implemented, with a view to reviewing this if necessary and ii) the Library regulation that currently required Library users to pay the full cost of replacement of library items that were stolen while in their possession, again with a view to reviewing this if necessary.

<u>***ACTION:***</u> ***Dr Paul Ayris***

12   REPORTS FROM WORKING GROUPS

Noted:

12.1   Since the previous meeting of LC, the LC officers had received the Minutes of the following working groups that report to LC[1]:

UCL Publications Board (22 May 2012, 18 July 2012)

12.2   At <u>LC 1-07 (12-13)</u>, the Collection Management Advisory Group Progress Report.

Reported:

12.3   The Library intended to take forward a bid to UCL to cover the cost of moving an extra 2,400 subscriptions to e-only. At current prices, this would cost in the region of £100K. This cost was recurrent and was due to the imposition of VAT on the whole subscription.   The Library would continue to receive in print 1,000 subscriptions not available in e-format and 1,400 titles on gift and exchange. The main benefits would be:

- To realise space savings of up to 1,000 linear metres in the Main and Science Libraries alone, with a view to reconfiguring this as learning space;
- To release staff time to provide additional support for e-resource administration.

---

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

Discussion:

12.4 The Director of UCL Library Services agreed to look into modelling the possible cost savings in VAT terms that would be associated with dispensing of the paper-based copies of journals once the paper copy had been received in UCL, allowing in practice only access to the digital equivalent.

12.5 Some members LC noted that there would need to be discussion at some point about adopting standardised viewing platform for viewing e-materials. It was agreed that as this would need to be considered in the context of the provision of IT provision, it should be referred to the Vice-Provost (Education)'s working group that was currently looking into this issue.

<div align="right">**ACTION: Dr Paul Ayris to flag with the Vice-Provost (Education)**</div>

13 MINUTES OF FACULTY LIBRARY COMMITTEES

Noted:

13.1 Since the previous meeting of LC, the LC officers had received the Minutes of the following FLCs[2]:

Mathematical and Physical Sciences (28 June 2012)

14 LIBRARY COMMITTEE ANNUAL REPORT 2011-12

Noted:

14.1 At LC 1-08 (12-13), the LC Annual Report 2011-12.

15 LIBRARY SERVICES PROJECTS REPORT

Noted:

15.1 At LC 1-9 (12-13) a report on i) project bids currently submitted to and awaiting decision on funding from UCL and non-UCL funding sources, ii) project bids currently funded from UCL and non-UCL funding sources and iii) an overview of project funding for Library Services..

Reported:

15.2 The total project funding raised by UCL Library Services during 2012-13 from external sources had exceeded £999K.

---

[2] Copies of the Minutes were not circulated with the Agenda but were available electronically *via* the LC SharePoint site at https://sharepoint.adm.ucl.ac.uk/sites/lcs/Shared%20Documents/Forms/AllItems.aspx as well as in hard copy on request to the LC Secretary.

16   DATES OF NEXT MEETINGS

Noted:

16.1   The next meetings of LC were scheduled as follows:

Tuesday 19 March 2013, 2-4pm, Ground floor meeting room, 2 Taviton Street
Tuesday 11 June 2013, 2-4pm, Ground floor meeting room, 2 Taviton Street

[Secretary's note: the March 2013 meeting has now been rescheduled for Tuesday 16 April 2013 at 11.30am in the Ground Floor meeting room at 2 Taviton Street)

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]
7 March 2013