



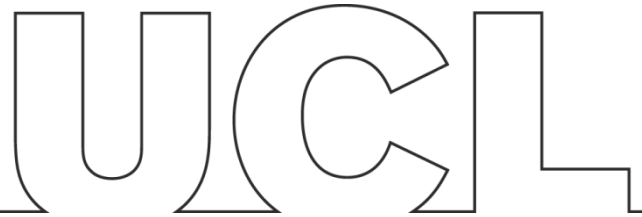
LIBRARY COMMITTEE

Thursday 14 July 2016

SUMMARY OF ACTIONS ARISING FROM THE MINUTES

<i>Minute</i>	<i>Action required</i>	<i>Person(s) responsible</i>	<i>Due date</i>
36.5	Promote students' use of detailed answers in forthcoming student surveys.	UCLU Sabbatical Officers	Prior to next student survey
37.6	Provide reports to LC at its future meetings on the progress made by Library Services towards achieving the CSE standard.	Ben Meunier	13 December 2016
38.2	Note that the Faculty-level teaching committees could enhance user engagement with reading lists by promoting the use of ReadingLists@UCL as intended.	Faculty Library Representatives	
38.3	Note that inconsistencies in the notifications circulated across UCL to promote the use of the Moodle and ReadingLists@UCL systems should be resolved prior to the start of the 2016-17 session.	Dr Paul Ayris	26 September 2016
40.1	Provide an update on the implementation of the Open Science agenda at the next meeting of LC.	Dr Paul Ayris	13 December 2016
41.3	Report on developments made by the Senate House working groups at the next meeting of LC.	Dr Paul Ayris	13 December 2016
42A.3	Establish whether Library Services' definition of learning spaces includes spaces in the Senate House Hub.	Ben Meunier	13 December 2016
42B.3	(i) Relay to the Estates Management Committee LC's support for short-term initiatives to provide learning/research spaces for postgraduate research students. (ii) Report outcomes to LC at its next meeting.	Ben Meunier	13 December 2016

44.3	Raise HEFCE's new version of the UKRR scheme as an item for discussion at a future meeting of LC.	Dr Paul Ayris	To note
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LIBRARY COMMITTEE

Thursday 14 July 2016

MINUTES

PRESENT:

Dr Paul Ayris (*Chair*); Dr Simon Banks; Dr Richard Freeman; Dr Ian Giles; Dr Kenth Gustafsson; Mr Rex Knight; Ms Suguna Nair; Professor Richard North; Dr John Sabapathy

In attendance: Mr Mark Crawford (incoming UCLU Postgraduate Students' Officer); Mr Ben Meunier (Assistant Director, Public Services, Library Services); Mr Martin Moyle (Assistant Director, Support Services, Library Services); Dr Tania Sengupta (Lecturer, Faculty of the Built Environment, *on behalf of Dr Sophia Psarra*); Ms Nafisa Wagley (Faculty Education Officer, Brain Sciences, *on behalf of Dr Julie Evans*); Ms Olivia Whiteley (Secretary to Library Committee); Dr Ian Williams (Lecturer, Faculty of Laws, *on behalf of Professor Philip Schofield*)

Apologies for absence were received from Dr Caroline Essex, Dr Julie Evans, Dr Ian Giles, Dr Clare Goudy, Mrs Pauline Jory, Professor David Price, Dr Sophia Psarra, Ms Wahida Samie, Professor Philip Schofield and Dr Hazel Smith.

Key to abbreviations

AH-SHS	Arts & Humanities and Social & Historical Sciences
BEAMS	Faculties of Built Environment, Engineering, and Mathematical & Physical Sciences
CSE	Customer Service Excellence
FLC	Faculty Library Committee
HE	Higher Education
IOE	Institute of Education
ISD	Information Services Division
JISC	Joint Information Systems Committee
KPA	Key Performance Area
LC	Library Committee
MAPS	Faculty of Mathematical & Physical Sciences
NSS	National Student Survey
PRES	Postgraduate Research Survey
SB/ISB	Student Barometer/International Student Barometer
SCONUL	Society of College, National and University Libraries
SEnIT	Student Enabling Information Technology
SLASH	Faculties of Arts & Humanities, Laws, Social & Historical Sciences and the School of Slavonic & East European Studies
UCLU	University College London Union
UKRR	UK Research Reserve

Preliminary business

33 MINUTES OF 2 MARCH 2016 MEETING

33.1 **Approved** – the Minutes of the Library Committee meeting held on 2 March 2016 [LC Minutes 19-32, 2015-16].

34 MATTERS ARISING FROM THE MINUTES

[see also 38, 39 and 42 below]

34A Pearson e-book licensing policy

[LC Minute 21, 02.03.16]

34A.1 Discussions had taken place between JISC Collections and Pearson regarding the latter's e-book subscription model. Members of the academic community had written to Pearson to express that its offer for future e-book provision was too restrictive for the HE environment and therefore unacceptable. Since then, Pearson had proposed three new e-book subscription models, which were circulated among the academic community at the end of June 2016. The JISC Electronic Information Resources Working Group, chaired by Dr Ayriss, would observe the preferences of different institutions for the proposed models in ongoing discussions with the publisher.

35 MEMBERSHIP

35.1 LC welcomed Dr John Sabapathy as the new representative for the Faculty of Social and Historical Sciences.

Matters for discussion

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

[PAPER 3-22 (15-16)]

36.1 **Received** – a report from the Director of Library Services at LC 3-22 (15-16) on progress made in the Library's implementation of the six KPAs of the UCL Library Services [Strategy](#) (2015-18).

36.2 In terms of the 'User Experience' KPA, the Library had received 288 comments in the Autumn 2015 SB/ISB survey, in which 6,510 respondents had participated. Most comments concerned learning space in the libraries, including the lack of space designated to postgraduate research students. In order to address these concerns, a number of activities were underway. The new Student Centre, opening in the 2018-19 academic session, would significantly help to alleviate pressures by providing 1,000 new learning spaces, in addition to the 3,000 spaces currently managed by Library Services. In the

meantime, Ben Meunier was working closely with Estates on the provision of additional learning spaces [see also 42 below].

- 36.3 In relation to the 'Staff, Equality and Diversity' KPA, an action plan for Library Services had been drawn up based on the issues identified in the 2015 Staff Survey. Library Services had a [strategy](#) that was clearly communicated to colleagues and that appeared to have been positively reflected in staff members' responses. A common concern was that communication between colleagues across the various library sites could be improved. It was observed that improved levels of communication were, however, difficult to achieve given the geographical spread and number of the 18 library sites.
- 36.4 UCL had recently received the results from PRES 2015, a survey of UK research students undertaken by the Higher Education Academy. It was observed that 88% of UCL respondents had agreed that the provision of library facilities (including physical and online resources) was adequate. The UCLU Postgraduate Students' Officer added that postgraduate students with no designated research spaces were highly appreciative of the library space available, though many would also appreciate designated study spaces. In terms of the Autumn 2015 SB/ISB survey results, UCL's physical library had attracted a satisfaction rating of 86%. Although this represented an increase on the satisfaction rates captured by the 2014 Summer and Autumn SB/ISB surveys (80.3% and 83.5% respectively), it placed UCL's physical library in the 18th ranking for the sector out of 19 institutions. It was hoped that the new Student Centre would make a significant contribution to the student experience, particularly in terms of satisfaction with the physical library space.
- 36.5 It was observed that some of the comments sampled from the SB/ISB survey and highlighted in the report at [LC 3-22 \(15-16\)](#) were imprecise and that it would be difficult to ascertain students' needs and preferences based on these alone. Library Services routinely liaised with the Faculty, Department or FLC relevant to the source of the comments in order to determine the nature of the issues raised. Ben Meunier provided details of the approach taken in designing the new Student Centre in order to accommodate students' needs and preferences for learning spaces. The approach had entailed the capturing of students' views through a survey, the inclusion of the student sabbatical officers and the engagement of students with mock-up versions of the design and layout of the Centre. The UCLU Sabbatical Officers agreed to promote students' use of more detailed answers in forthcoming student surveys.

ACTION: UCLU Sabbatical Officers

37 **CUSTOMER SERVICE EXCELLENCE**

[PAPER 3-23 (15-16)]

- 37.1 **Received** – a report at [LC 3-23 \(15-16\)](#) from Ben Meunier, Assistant Director (Public Services), Library Services, on the introduction of a programme to attain the Customer Service Excellence (CSE) standard.
- 37.2 Service excellence formed a key part of the Library Services [Strategy](#) (2015-18). As such, and in order to demonstrate the quality of the service offered to students, Library Services had set an objective to obtain the CSE standard accreditation within 18 months, coinciding with the end of the strategy. It was

noted that the CSE standard was a government accreditation for which any service-providing UK organisation could apply.

- 37.3 Fiona Whelan, Ambitious Futures Graduate Trainee, had carried out a gaps analysis across all 18 library sites. Following this, a Service Charter was drafted which set out Library Services' commitment to, and expectations of, their users. User needs were identified from the results of the NSS and SB/ISB survey. A number of themes had been identified within the key CSE standard criteria, which would form the basis of working groups set up across UCL's libraries to capture and action the requirements for each criterion. One of these themes, labelled in the report as 'Miscellaneous', had been modified to 'Partnerships' and would entail Library Services' engagement with Student and Registry Services and ISD. The actions recommended in order to take forward plans to attain the CSE standard included formulating a budget and trialling feedback initiatives around the user experience. It was noted that project management would be undertaken by a CSE group comprising a number of working and task and finish groups, possibly driven by the newly appointed Head of Customer Services. Once CSE accreditation had been achieved, Library Services would continue to pursue improvement in the quality of their customer service.
- 37.4 LC was asked to comment on and approve the Service Charter for implementation in the 2016-17 academic session. During discussion, it was observed that Library Services' commitment to providing 'an outstanding range of resources' could be problematic, as 'outstanding' was difficult to define and therefore measure. Suggested changes to the wording included removing the adjective or expressing the measurement against which it would be judged. It was noted that service standards would be defined for each area of the CSE standard and measurable targets then set. Some concern was expressed in relation to the recommended use of role-play in recruitment interviews, given the prevalence of this recruitment activity in the retail sector and the distinct nature and purpose of the services provided by a university library. It was noted that both public institutions (such as the Intellectual Property Office and Winchester City Council) and private organisations (such as Prestige Nursing Ltd and Transglobal Express Ltd) currently held the CSE standard. LC agreed that the Library should maintain its essentially educational nature and continue to promote an enthusiasm for books and resources.

RESOLVED

- 37.5 **That LC approve the Service Charter for UCL Library Services with an amendment made to the wording of the fourth commitment to users.**
- 37.6 Ben Meunier agreed to provide reports at future meetings of LC on the progress made by Library Services towards achieving the CSE standard.

ACTION: Ben Meunier

38 **READINGLISTS@UCL**
[PAPER LC 3-24 (15-16)]

- 38.1 **Received** – a report at LC 3-24 (15-16) on progress made by Library Services in implementing ReadingLists@UCL.

- 38.2 At the end of May 2016, the percentage of current courses on Portico with an online reading list was 53%, slightly below the coverage target for 2015-16 of 55%. BEAMS and SLASH had performed well, with both Schools having met the 55% target by the end of May 2016. As requested at the last meeting of LC [LC Minute 23, 02.03.16], the report at [LC 3-24 \(15-16\)](#) included statistics for user engagement with ReadingLists@UCL for the period from September 2015 to May 2016. The figures showed that the reading list for 'Introductory Social Anthropology' had attracted the greatest number of visits since September 2015, at 6,915 page views. User engagement with ReadingLists@UCL peaked at the beginning of each term and it was suggested that this might reflect the usefulness of the resources at different points in the year. The Faculty-level teaching committees could assist by promoting use of ReadingLists@UCL as intended. It was also recommended that the post-examinations period would be an opportune moment for reminders to be circulated inviting staff to complete their reading lists for the forthcoming semester.

ACTION: Faculty Library Representatives

- 38.3 As the usage statistics presented were relatively basic and derived from analytics, Martin Moyle's team were investigating the possibility of deriving data directly from the supplier of the ReadingLists@UCL system. The intention was to include engagement statistics and graphics in the monthly reports circulated to the Faculty Deans. There was also scope to produce departmental case studies in the usage of reading lists and to compare percentage engagement across different Departments. It was pointed out that different access behaviours across Departments might impact on the engagement figures, with some student groups more likely to access their course information through Moodle than others. A disjoint in the notifications circulated across UCL to promote the use of the Moodle and ReadingLists@UCL systems would be remedied prior to the next academic session.

ACTION: Dr Paul Ayris

- 38.4 During discussion, it was suggested that take-up of ReadingLists@UCL might sometimes be found to be at odds with practices that encouraged students' independent research and source-seeking. ReadingLists@UCL was nonetheless of benefit to staff and students as it provided a means of making core readings available to an entire cohort, both remotely and from within the university, whereas hard copies were likely to be insufficient in number. It was, however, pointed out that restrictions on whole e-book access led to the usage of individual chapters in weekly reading lists, which set a precedent to students that could not necessarily be maintained week-on-week.

39 **E-BOOK PROVISION**

[PAPER LC 3-25 (15-16)]

[LC Minute 22, 02.03.16]

- 39.1 **Received** – a report on the challenges faced by Library Services in e-book provision at [LC 3-25 \(15-16\)](#), introduced by Martin Moyle.
- 39.2 Following discussions at the last meeting of LC, Martin Moyle was asked to respond to benchmarking data on e-book download levels captured in the SCONUL Strategic Dataset 2014-15. The average number of e-book downloads per full-time student at UCL over the 2014-15 period was 95, which was much

lower than in the case of some of the other Russell Group institutions. It was noted, however, that some of the Russell Group universities had embraced the use of digital reading lists much earlier than UCL and that this was likely to have made a key contribution to their higher download figures. In response to queries raised at the last meeting of LC, it was reported that an increase in e-book downloads between 2013-14 and 2014-15 was university-wide and not simply a result of the UCL-IOE merger.

39.3 Library Services faced a number of challenges in delivering increased access to e-books. Obstacles included the high value placed by publishers on individual sales of textbooks to students, which meant that their library subscriptions to the equivalent digital resource often entailed stringent access restrictions. In addition, the use of e-books was not evenly practiced across different disciplines, with some areas (such as History of Art) tending to use a higher proportion of hard copy resources. HEIs, with the assistance of JISC Collections, were in the process of negotiating their e-book subscriptions with commercial publishers with the aim of securing new deals within the framework of a revised publishing business model. Agreements, if reached, would help to improve the Library's e-book provision. Another suggested course of action was to invest significantly more in e-book resources, in order to bring the UCL metric into line with the sector average. It was reported that some 87,000 unsuccessful attempts to access Springer's online e-book resources had been made by UCL students between August 2015 and April 2016, indicating that there was currently a gap in provision. Dr Ayriss added that a bid for priority strategic funding could be made in order to invest in e-resources, as the Library was clearly not meeting current demand.

39.4 It was questioned whether some of the budget currently spent on resources in paper copy would be more effective if spent on electronic copies. During discussion, it was suggested that preferences for hard and electronic copies might vary across different Departments and that one single approach to resource provision might not effectively meet demands across all disciplines. As relatively few negative responses in the SB/ISB survey concerned e-book provision, it was suggested that further investigation was required in order to establish the level of demand for additional digital resources. Dr Ayriss explained that Library Services would continue to discuss e-book provision with UCL Faculties before deciding how to prioritise future spending.

40 **UPDATE ON OPEN SCIENCE (SCIENCE 2.0) IMPLEMENTATION**

40.1 Dr Ayriss would provide LC with an update on the implementation of the Open Science agenda at its next meeting.

ACTION: Dr Paul Ayriss

41 **REPORT ON LIBRARY DEVELOPMENTS IN THE FEDERAL UNIVERSITY OF LONDON**

41.1 **Received** – an oral report from Dr Paul Ayriss, Director of Library Services, on developments taking place across three working groups of the Federal University of London: the Subscription Working Group; the E-Resources Working Group; and the Special Collections Working Group.

- 41.2 The Subscription Working Group was currently considering the future of the library subscription model for use of the Senate House Library in the context of a perceived shortfall in funding. Several options had been proposed, which Dr Ayris briefly summarised for LC. A report would be submitted to the Collegiate Council later in 2016 and it was anticipated that the Subscription Working Group would likely be presented at its next meeting with a draft report outlining each of the options in greater detail. LC Officers affirmed their appreciation of UCL's access to the Senate House Library, noting that many postgraduate research students made use of the available study space.
- 41.3 The E-Resources Working Group was currently investigating the cost of networking e-resources from Senate House Library, while the Special Collections Working Group was considering use of the space in the Senate House tower to house special collections from UCL and other Colleges in the Federal University of London. Prior to its meeting in September, the Working Group would gauge interest levels in the use of the tower for this purpose. Dr Ayris would provide a further report on Senate House to LC at its next meeting.

ACTION: Dr Paul Ayris

42 **LEARNING SPACES**

[PAPER LC 3-26 (15-16); PAPER LC 3-27 (15-16)]

42A **Update on learning spaces at UCL**

- 42A.1 **Received** – the paper at LC 3-26 (15-16) on learning spaces, presented to Estates Management Committee at its meeting on 15 June 2016, introduced to LC by Ben Meunier.
- 42A.2 Library Services were working with Estates and the Planning Team to fulfil the demand for learning spaces on campus. The ratio of students to library spaces at UCL in 2015-16 was recorded at 10.4 students per space. This exceeded the Russell Group average of 9.6 students per study space, placing UCL in the 18th ranking out of the 24 Russell Group institutions. Library Services, as part of UCL 2034 and the Library Services [Strategy](#) 2015-18, was working towards at least meeting the Russell Group benchmark in its provision of learning space. The new Student Centre, once opened in 2018-19, would provide an additional 1,000 learning spaces. Until then, additional learning space provision would need to be considered in order to accommodate the current growth in student numbers and at least maintain the student experience. Estates had drawn up a number of options to provide interim spaces, including opportunities in the Main Quad, amongst others. An architectural survey report would be received in the autumn and would inform the decisions taken.
- 42A.3 Learning spaces had been defined to include Library-managed learning spaces, Department-managed spaces which could be used by others and UCL's use of the Senate House Library. The definition excluded ISD spaces (which were primarily teaching spaces) and Department-only space. Ben Meunier would check whether spaces at the Senate House Hub had also been included, given students' use of the spaces it provided.

ACTION: Ben Meunier

42A.4 In the short-term, Library Services, ISD and Estates were exploring the possibility of creating a real-time space occupancy system, with an app that would indicate available spaces within walking distance of the user's location. Over the longer-term, the intention was to consider additional space provision at UCL East.

42B **Provision of learning/research spaces for postgraduate research students**

[LC Minute 26, 02.03.16]

42B.1 **Received** – a report at LC 3-27 (15-16) from Ben Meunier, Assistant Director (Public Services), Library Services and UCLU on current and future provision of designated postgraduate research student learning spaces.

42B.2 The growth in postgraduate research student numbers at UCL over the past five years had been significant. At its last meeting, LC had requested that an exercise take place to plot the learning spaces designated to postgraduate research students across campus. Estates and the Planning Team were currently working with Library Services to capture these spaces in a mapping exercise that would be completed during the summer. Discussions regarding postgraduate research/learning spaces and recommended actions had taken place between Ben Meunier, Estates and UCLU, the product of which was presented to LC in the report at LC 3-27 (15-16). To meet immediate needs for designated postgraduate research space in the short-term, three options were proposed: use of the ground floor of the Wilkins Building; increasing the opening hours of the Main Library to provide access on a 24-hour-per-day, year-round basis; and refurbishing the former SENIT Suite in the South Junction. In addition, there would be a retention of the study spaces in the Main Library which had replaced the former Research Grid.

42B.3 It was noted that this item was better placed for discussion by LC than for approval. During discussion, it was pointed out that the option proposing continuous opening hours for the Main Library would be valuable but would not necessarily address postgraduate research students' specific need to access designated learning spaces. The next step would be to present the devised short-term options to Estates Management Committee. Ben Meunier would report to the Estates Management Committee that LC would support all three short-term initiatives, particularly the options to use space in the Wilkins Building and South Junction, as these two options would more directly address the need for additional designated postgraduate research study spaces. Ben Meunier agreed to report to LC on the outcome.

ACTION: Ben Meunier

43 **POLICY ON STAFF LOAN LIMIT**

[PAPER LC 3-28 (15-16)]

43.1 **Received** – the paper at LC 3-28 (15-16) outlining two proposals to amend the ceiling on the staff library loan allowance, introduced by Professor Richard North.

43.2 At its meeting on 17 December 2015, LC approved revisions to Library user loan levels, including a 40-item limit for staff. The rationale for rolling out revised loan limits was to align policies across the university following the UCL-IOE merger and to ensure the availability of resources on library shelves.

- 43.3 Subsequent to LC's approval of the revised loan limit policy, the ceiling on the staff loan allowance had been discussed at the meeting of the AH-SHS Joint FLC held on 19 May 2016. Arising from these discussions was a proposal from the FLC to reinstate the former longstanding policy of an unlimited entitlement for staff borrowing. It was argued by the FLC that curtailing staff borrowing rights would make a negligible difference to aggregate loan levels, given the efficiency of the recall system and that only 30 staff from across UCL were currently borrowing in excess of the 40-item loan limit.
- 43.4 Professor North had also submitted a proposal to LC which advocated the retention of the existing loan policy as approved by LC in December 2015, with a proviso that academic staff may on occasion be permitted to make a case for, and receive, an unlimited loan entitlement.
- 43.5 During discussion, it was pointed out that the process of approving a revised loan policy had occurred within a relatively short space of time, with potential implications for consultation levels. This raised the question of whether an amendment to the policy should be considered. It was noted, however, that internal consultation had taken place prior to approval, in light of the UCL-IOE merger, and that an unlimited loan entitlement would be unusual for the sector, even in the case of research institutions. Furthermore, LC had been aware of the number of staff with borrowing levels in excess of 40 items at the time at which the revised entitlements were approved. In response to the issues raised by LC and the AH-SHS Joint FLC, it was agreed that a two-year extension of the unlimited staff loan allowance for current staff borrowers with more than 40 items on loan should be implemented in transition to the policy as agreed by LC on 17 December 2015.

RESOLVED

- 43.6 **That the unlimited library loan entitlement be retained for the following two-year period for staff borrowers with currently more than 40 items on loan; that the 40-item limit apply to all other staff effective from September 2016. Arrangements for the unlimited entitlement would be reviewed at the end of the two-year period.**

44 **ACCIDENTAL DISPOSAL OF ARCHAEOLOGY JOURNALS**

[PAPER LC 3-29 (15-16)]

- 44.1 **Received** – the paper at LC 3-29 (1516) regarding the disposal of archaeology journals, introduced by Professor Richard North.
- 44.2 At its meeting on 19 May 2016, the Institute of Archaeology Library Committee had discussed the consequences of the accidental disposal of a number of archaeology journals under the UKRR scheme. It was reported that 34 separate journal runs had erroneously been discarded, of which 17 had no electronic counterpart. Many of these were image-rich journals containing high quality photographs, for which electronic substitutes were not found to be fully adequate. The loss of the journals had been brought to the attention of the Institute of Archaeology Library Committee by Professor Jeremy Tanner as a result of repeated, unsuccessful attempts to obtain the journals in question from the Library stores. It was noted that, following consultation within the Faculties of Arts & Humanities and Social & Historical Sciences, Professor North had

drawn up a list of relegation criteria which addressed concerns regarding the disposal of such image-rich journals. These criteria had been submitted to the Director of Library Services in 2011.

- 44.3 Given that the lost resources had attracted local and international interest, the Institute of Archaeology Library Committee had recommended several courses of action in relation to the Library catalogue in order to make as clear as possible which issues were or were not stocked at UCL, as well as to indicate alternative locations from which the lost issues could be accessed. More generally, the committee had recommended that further steps be taken in future to ensure that appropriate consultation with relevant UCL users took place before Library Services enacted similar disposal activities. It was noted that HEFCE had funded a new phase of the UKRR scheme, which would be raised for discussion at a future meeting of LC.

ACTION: Dr Paul Ayris (to note)

- 44.4 Dr Ayris had written to the Head of Archaeology to explain arrangements for the disposal of the archaeology journals through the UKRR scheme, which was noted to have been an isolated incident. Re-acquisition of physical copies of 17 runs of the journals (which had no electronic equivalent) had been authorised, while all 34 of the titles in question were available at 24 hours' notice at the British Library. In terms of cataloguing the lost items, the Library catalogue had already been updated to show which volumes were lacking, in cases where the UCL collection lacked particular volumes in journal runs. It was not, however, possible to catalogue journal titles for which UCL held no volumes. This was because cataloguing followed agreed standards, partly in order to support interoperability with other catalogues and partly to avoid creating a misleading record.

<p>Other matters for approval or information</p>

45 **PROJECT BIDDING IN UCL LIBRARY SERVICES**

[PAPER 3-30 (15-16)]

- 45.1 **Received** – a summary of the Library's progress in project bidding applications at LC 3-30 (15-16).

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

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

- UCL Publications Board (27 January 2016, 9 March 2016 and 4 May 2016).

47 **REPORTS FROM FACULTY LIBRARY COMMITTEES**

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

- Arts and Humanities and Social and Historical Sciences Joint Faculty Library Committee (19 November 2015 and 25 February 2016);
- Faculty of Medical Sciences Teaching and Research Committee (19 November 2015);
- Laws Faculty Library Committee (27 January 2016);
- MAPS Faculty Library Committee (9 December 2015 and 17 March 2016).

48 **DATES OF MEETINGS 2016-17**

48.1 Meetings of LC in 2016-17 would take place as follows:

- **Tuesday 13 December 2016, 2.00-4.00pm;**
- **Monday 27 February 2017, 2.00-4.00pm;**
- **Monday 5 June 2017, 10.00am-12.00pm.**

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