



## LIBRARY COMMITTEE

Tuesday 14 June 2012

### MINUTES

*PRESENT:*

Professor David Price (Chair)  
Dr Paul Ayris  
Dr Mike Cope  
Mr Luke Durrigan  
Dr Caroline Essex  
Professor Adrian Forty  
Dr Kenth Gustafsson  
Ms Caroline Hibbs  
Professor Jean McEwan  
Mr Rex Knight  
Professor Richard North  
Professor Philip Schofield  
Dr Andrew Wills

*In attendance:*

Mr Gary Hawes (Secretary)

Apologies for absence were received from Mr Marco Federighi and Dr Hilary Richards.

*Key to abbreviations*

APCs	Article Processing Charges
FLC	Faculty Library Committee
ISD	Information Systems Division
JBR	Jeremy Bentham Room
KPA	Key Performance Area
LC	Library Committee
LERU	League of European Research Universities
LSE	London School of Economics
REF	Research Excellence Framework
SHL	Senate House Library
SLMS	School of Life and Medical Sciences
SOAS	School of Oriental and African Studies
SSEES	School of Slavonic and East European Languages
SMT	Senior Management Team
UoL	University of London

### 31 MINUTES OF 19 MARCH 2012 MEETING

**Confirmed:**

- 31.1 The Minutes of the previous meeting of LC, held on 19 March 2012 [*LC Mins. 16-30, 19.3.12 refer*] were confirmed subject to the substitution of the following text for Minutes 29A.1 (third bullet point), 29A.2 and 29A.3 respectively:
- UCL Library Services colleagues had recommended that UCL should take measures

to restrict access to its own Library during the examination period and London Olympic Games period.

- Although it was agreed that UCL should take measures to withdraw access rights to LSE and SOAS students during the examination period and period of the London Olympic Games (where access was withdrawn for UCL students), some members of LC noted that it would not be appropriate, for the time-being at least, to extend the withdrawal of access rights to students of other UoL colleges generally. Instead, it was agreed that UCL should only take such measures in instances where other UoL colleges withdrew library access rights for UCL students.
- That Library Services take measures to withdraw access rights to the UCL Library for LSE and SOAS students during the forthcoming examination period and period of the London Olympic Games.

32 **MATTERS ARISING FROM THE MINUTES**

*[see also Minutes 33-36 below]*

32A **Readinglists@UCL – compatibility with JSTOR documents**

*[LC Min.21.3, 19.3.12 refers]*

**Reported:**

- 32A.1 The Director of UCL Library Services confirmed that ReadingLists@UCL had now been fully interfaced with JSTOR.

32B **Increasing compliance with UCL's Open Access mandate**

*[LC Min.29A, 19.3.12 refers]*

**Reported:**

- 32B.1 The Director of UCL Library Services reported that Library Services would be developing a comprehensive communication strategy over the course of the summer 2012 to underpin its future interactions with academic departments over monitoring compliance with UCL's Open Access mandate. This strategy would also be aimed at increasing compliance with UCL's Open Access mandate.

32C **Withdrawal of student access to the LSE Library during the examination period**

*[LC Min.29A, 19.3.12 refers]*

**Reported:**

- 32C The Director of UCL Library Services confirmed that, as agreed at LC's previous meeting, Library Services had made arrangements to withdraw access rights to the UCL Library for LSE and SOAS students during the examination period and period of the London Olympic Games.

32D **Library Committee Annual Report 2010-11**

*[LC Min.18B, 19.3.12 refers]*

**Noted:**

- 32D.1 The LC Annual Report 2010-11 was formally approved by Council at its meeting on 4 April 2012.

32E **Library Open Forum**

*[LC Min.28, 19.3.12 refers]*

**Received:**

- 32E.1 At LC 3-1 (11-12) a note of the proceedings of the Library Services Open Forum which took place on Wednesday 28 March 2012.

33 **INCREASE IN USE OF THE MAIN AND SCIENCE LIBRARIES**

[LC Min.19, 19.3.12 refers]

**Received:**

33.1 At LC 3-2 (11-12) a report introduced by the Director of UCL Library Services.

**Reported:**

33.2 The number of active users of the UCL Main and Science libraries had increased from 65,000 to 85,000 active users in the last five years – this equated to more than a 30% increase in active members. The number of actual visits also showed a similar increase, rising from 800,000 to 1,180,000 over the same period (a 47% increase). This had given rise to significant increased usage of traditional library resources and services during the period under review and to a very significant number of complaints and adverse comments regarding the lack of availability of seating and facilities.

33.3 In order to address the serious demand for space, the Vice-Provost (Education) was chairing a UCL working party which was considering the flexible use of the Old Refectory and the JBR as learning space, with the possibility of extending this work in due course to the North and South Cloisters. This would effectively fast-forward areas of the UCL Masterplan. Construction work to effect the necessary structural alterations to the Old Refectory and JBR was planned to take place during the summer 2013, and it was hoped that this would make a significant contribution to enhancing the student experience prior to the implementation of other library estate developments as part of the UCL Masterplan.

**Discussion:**

33.4 The following main points were raised during discussion:

- The Director of UCL Library Services confirmed that Library Services had agreed a formula with UCL Estates that would ensure the prioritisation of use of the Old Refectory and JBR as learning space over corporate space. He estimated that the plans would give rise to a 30% increase (approximately) in learning space prior to implementation of the Masterplan;
- While there would not be any fixed PC points, students making use of the Old Refectory and JBR as learning space would be able to make use of laptop stations to access online resources. ISD was in the process of developing a laptop loan scheme to facilitate student access to IT resources;
- There would be further opportunities to discuss the configuration of the proposed layouts for the Old Refectory and JBR before the plans were finalised.

34 **MASTERPLAN DEVELOPMENTS**

[LC Min.20, 19.3.12 refers]

**Received:**

34.1 At LC 3-3 (11-12) a report introduced by the Director of UCL Library Services.

**Reported:**

34.2 The Director of UCL Library Services drew attention to the following:

- The report of the Wilkins Feasibility Study was currently being reviewed and refined by UCL Estates and would be circulated more widely in due course;
- Discussions with UCL Estates and SLMS were ongoing to refine the brief for facilities and services for the Cruciform Hub. A number of pilot projects had been identified for September 2012 and were progressing. These would include development of a new group work area and the introduction of designated food and drink areas;
- The refurbishment of Wates House as part of the Bartlett Hub development was planned for the summer 2013. The initial briefing document for the Hub had been

submitted to UCL Estates in May 2012 and had been based on a user survey and discussions with the Dean and the Built Environment FLC. Formal planning meetings involving Library Services, Bartlett Faculty, Estates and project architects would begin in July 2012;

- Contractors started work on the project to reopen the Flaxman oculus in April 2012. Hoardings would be erected in the Flaxman Gallery in June 2012. Work would be completed by October 2012 and would include new interactive digital displays providing information about the Flaxman Gallery, Wilkins building and UCL museums and collections;
- UCL Estates were also investigating the feasibility of opening the Portico doors to open up the views between the Flaxman Gallery and the Front Quad.

**Discussion:**

34.3 The following main points were raised during discussion:

- Users of the Cruciform Hub would only be able to bring food and drink into the designated eating and drinking areas – however, hot food would not be permitted in these areas;
- The desire for faculty hubs to include designated eating and drinking areas was by no means universal – in fact, user surveys undertaken in some faculties, eg Built Environment, had revealed strong opposition to the inclusion of designated eating and drinking areas;
- UCL faculties would be provided with a list of options so that constituents would be able choose what facilities and services would be included in the Hub for their faculty – these choices would be dictated by local needs as well as pressures on space;
- While some members of LC were generally against the inclusion of designated eating and drinking areas within library spaces, other members noted that it would be important to factor in 24-hour opening in considering this issue. It was further noted that eating and drinking were more conducive to some types of study, eg group study;
- On the issue of student demand for access to group study space, some members of LC noted that there was no means currently within the Cruciform and Rockefeller buildings for enabling students to access or book rooms that were not in use but which were required to be locked for security reasons. The Vice-Provost (Operations) agreed to look into this.

**ACTION: Mr Rex Knight**

35 **IMPLEMENTATION OF LIBRARY SERVICES STRATEGY, 2011-14 – PROGRESS REPORT**

[LC Min.21, 19.3.12 refers]

35.1 **Received:**

At LC 3-4 (11-12) a report introduced by the Director of UCL Library Services.

**Reported:**

35.2 The Director of UCL Library Services drew attention to the following areas of the report in particular:

- Take-up of [ReadingLists@UCL](#) was increasing and had 686 reading lists were currently held on the system. This number would continue to be monitored against the target figure of 4000;
- To support the implementation of the Library Strategy, Library Services had submitted a series of eight bids to UCL SMT for funding in order to deliver on the strategy objectives. Of these bids, details of which were appended to the report at LC 3-4 (11-12), those pertaining to 24x7 opening in the UCL Main and Science Libraries, embedding digital delivery across UCL and funding to meet the inflationary increases for books, journals and databases, received the strongest support from UCL SMT.

UCL SMT would decide on the funding of the bids by the end of June 2012 and the final outcome would be known as soon as UCL Council had signed off the UCL budget for 2012-13 at its July 2012 meeting.

36 **SENATE HOUSE LIBRARY DEVELOPMENTS**

[LC Min.22, 19.3.12 refers]

**Received:**

36.1 Oral reports from the Director of UCL Library Services, the Vice-Provost (Operations) and the Finance Director (Corporate Support Services).

**Reported:**

36.2 The following was reported:

- Having queried with UoL the reliability and validity of the SHL usage figures for UCL that had been noted at LC's previous meeting, UCL had failed to receive a satisfactory response to account for the discrepancies or the methods that had been employed to collect the usage data. However, having raised the issue with SHL, it was hoped that UCL would now receive more regular feedback which would enable it to more closely monitor the usage data;
- Further analysis of the SHL usage data relative to the combined annual subscription charge for UCL and the School of Pharmacy had revealed that the financial impact of the increases in the numbers of UCL visitors reportedly making use of SHL was not likely to be as great as previously thought. However, the situation would be closely monitored with a view to reviewing this again next year;
- SHL had plans to address the very significant cut in its budget for 2012-13 by withdrawing expenditure on non-core journal and periodical subscriptions in some subject areas and through staff losses. This would be likely to particularly affect UCL students in the Social Sciences, where the majority of the subscription cuts were planned and where books and periodicals were not duplicated within UCL Library Services, and could only point to a worse-off experience for UCL students in terms of a reduced level of service and benefit.

**Discussion:**

36.3 The following main points were raised during discussion:

- The SHL was an important resource for UCL students, not just in terms of providing access to books and periodicals – it also provided access to sought-after study space. It was agreed to keep the situation under close review.

37 **REPORT ON DIGITISATION ACTIVITY**

**Received:**

37.1 At LC 3-6 (11-12) a report on Digitisation Activity, introduced by the Director of UCL Library Services.

**Reported:**

37.2 In support of its Research KPA in the Library strategy, UCL Library Services was prioritising digitisation of its outstanding research collections as an area where progress could be made. The report at LC 3-6 (11-12) focussed on two projects which had been funded by external funders: the digitisation of paper PhD theses in the Library's Store and the complete digitisation of the Bentham papers.

37.3 The successful bid to the Mellon Foundation for the Consolidated Bentham Papers Repository included funding for the development of a searchable digital repository,

curated by UCL Library Services, of the papers of Jeremy Bentham, consisting of digital images of 75,000 folios of original manuscripts (including those held by the British Library) and associated transcripts.

## 38 REPORTS FROM WORKING GROUPS, ETC

### **Received**

38.1 At LC 3-7 (11-12), a report on Minutes of working groups reporting to LC and Minutes of FLCs that have been received by the Library Committee officers since the Committee's previous meeting on 19 March 2012.

38.2 At LC 3-5 (11-12) a report on initiatives that will fall within the remit/purview of the CMAG, which had recently held its inaugural meeting on 11 June 2012.

### **Reported:**

38.3 The Director of UCL Library Services drew attention to the following matters that had been discussed at recent meetings of the UCL Publications Board:

- The UCL Publications Board was continuing to monitor progress on take-up of the new UCL journal infrastructure, and a meeting had been held with Thomson Reuters about capturing outputs and associated citations for those publications within journals built using UCL's new e-publishing journal infrastructure;
- The UCL Publications Board was also continuing to oversee the development of UCL's bid in conjunction with LERU for EU funding to establish an infrastructure for a European e-press for gold Open Access monographs in the arts and social sciences fields;
- The report of the Finch Group, which had been tasked with investigating expanding access to research publications, would shortly be published, and it was thought that this would include the recommendations that i) all publicly funded UK research should be made freely available on a gold Open Access basis, with unregulated APCs replacing the traditional model and ii) all publications submitted to future REF exercises should be open access. If these recommendations were to appear in the final report, they would have significant financial implications for research-intensive universities such as UCL, which would be burdened with the extra costs of disseminating their research. UCL had advocated the introduction of a national licence as the preferred way forward.

38.4 The Director of UCL Library Services drew attention to the following other matters:

- Library Services was still at the phase of collecting evidence to inform decisions about retention, relegation and disposal of paper-based library materials, but it was hoped that a plan for this would be in place by the beginning of the next session;
- The report at LC 3-5 (11-12) included the following three strategic questions:
  - Did LC agree with the analysis in section 2 of LC 3-5 (11-12) of the drivers for main change with regard to the reclassification of the bookstock in the Main and Sciences libraries? Was further information required?
  - Not all the materials stored at Wickford had been recalled by readers to UCL in central London. Was LC content that the measures outlined in sections 4 and 5 at LC 3-5 (11-12) indicated an ability to dispose of low-use monographs from Wickford, thus creating a self-renewing storage facility?
  - Should the principle that digital copy is the copy of preference be applied to research monographs and textbooks?

### **Discussion:**

38.5 The following main points were raised during discussion:

- Unregulated APCs would to some degree replicate the problems that already existed within the current publishing model and merely succeed in transferring that model to the OA landscape;
- Although there would be no planned disruption to the Library Services stores service during the period of the London Olympic Games, it was possible that there might be delays to the service during this time;
- It was agreed that it would be helpful for the Director of UCL Library Services to bring some statistics to the next LC meeting on the interval between purchasing books and monographs and making these available to users;

**ACTION: Dr Paul Ayris**

- It was agreed that the nominated members of LC from each Faculty should be asked to raise the strategic questions at Minute 38.4 above for discussion within their constituencies and submit any feedback to the Director of UCL Library Services. In particular, it was noted that the question of whether or not the principle of regarding digital copy as the copy of preference would be a valuable debate to have locally within faculties and departments.

**ACTION: Faculty representatives**

### 39 LIBRARY SERVICES PROJECTS

***Received:***

At LC 3-8 (11-12) 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.

### 40 DATES OF MEETINGS 2012-13

***Noted:***

40.1 Dates of meetings in 2012-13 have been scheduled as follows:

Thursday 8 November 2012, 2pm

Tuesday 19 March 2013, 2pm

Tuesday 11 June 2013, 2pm

(All meetings to take place in the Ground Floor meeting room, 2 Taviton Street)

GARY HAWES

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9 October 2012