

CURATORS OF THE UNIVERSITY LIBRARIES
COMMITTEE FOR LIBRARY PROVISION IN ART HISTORY (CoLPAH)

Minutes

Meeting Trinity term 2011
Date Monday, 9th May 2011
Time 3:30pm
Location Sackler Library, 2nd floor meeting room

Present:

Martin Kauffmann (chair)
Clare Hills-Nova (secretary)
Vicky Brown
Lidio Ferrando (for Diane Bergman)
Katie Hambrook
Isabel Holowaty
Jennifer Johnson (for Monica Merlin)
James Legg
Joanna Parker
Graham Piddock
Rosie Talbot
Shelagh Vainker
Sarah Wilkinson
Alastair Wright

Minutes:

Sara Wallace

Absent:

Colin Harrison
Monica Merlin
Cathy Oakes

1. - Apologies and introductions

Apologies were received from CH, MM and CO. MK welcomed Jennifer Johnson to the committee in place of MM.

2. – Approval of the minutes

VB noted the following corrections to section 6.1 (Electronic Resources: Bridgeman Education) of the previous meeting's minutes:

The cost of this resource should have read as being spread across the History of Art Dept (25%), Bodleian Libraries/Humanities (25%) and Bodleian Libraries/Art (50%).

SW noted that section 5.1 Action point, should have read "Head of School", not Director.

3. – Matters arising

There were no matters arising.

4. – Sackler Library disruptions

4.1. - Flooding

GP informed the committee that a major flood had occurred at the Sackler over the Easter weekend (i.e., when the library was closed). He reassured the committee that although the flooding of the Lower Ground Floor had been extensive, most of the water had been absorbed by the carpeting.

While humidity levels had been extremely high, the fact that books were packed so closely on the shelves eliminated the danger of moisture penetration. The flood was caused by a burst pipe and was discovered by CHN, who added that the emergency services' response had been very fast and efficient. The Sackler was closed the next day (it should have been open for the beginning of term) to permit rapid follow-up (humidity reduction, etc.); and the LG floor was closed to readers for a few days while the carpets dried and the oil that had leaked from the lift shaft and merged with the water was cleaned out of them.

GP noted that the provision of regular building patrols during closed periods was under discussion.

4.2. Network outage

GP reported on a further problem the following week: On Monday 31st May (a bank holiday but also the beginning of Week One) the building suffered an entire network failure, paralysing services.

Although this was term time, the fact of the bank holiday meant that the Libraries' IT dept was not on call. With all services down, the Sackler was obliged to close early that day.

VB asked for more information on the network outage. GP explained that the problem had been a minor one, but that only IT Services staff had access to the relevant equipment. JL added that the Sackler had submitted a complaint and that discussions were in progress regarding IT support during future term-time bank holidays.

4.3. - Anticipated maintenance work

GP updated the committee on maintenance work at the Sackler. Much of this work necessitated activity on the roof as the chillers were being replaced. The operation would take approximately seven weeks. At some point the old chillers would be switched off and replaced with temporary units until the new chillers could be installed. A crane would be stationed outside the Sackler to remove and install the chillers. This work might be noisy at times, but would not affect library services.

5. – Budget

CHN reminded the committee that, owing to the implementation of a new LMS over the summer, the deadline for orders was earlier than in previous years. Nearly all the Art budget had been spent, and any subsequent requests would be held over until the new financial year.

6. – New Library Management System (LMS)

Implementation schedule and anticipated impact

JL had distributed a memo to committee members prior to the meeting. In addition to the information in the memo, JL noted that it would not be possible for readers or staff to re-set passwords during the down-time. MK asked about the capabilities of the new system. For example, what would happen to OLIS? JL explained that OLIS as currently known would cease to exist, and that all reader-interface aspects of the library catalogue (looking up books, requesting items from offsite, etc.) would transfer to an enhanced version of SOLO. He added that a new system for non-reader purposes (acquisitions, cataloguing, circulation) was also being introduced and that this would entail extensive staff retraining.

7. – Library provision for university courses

7.1. – Reading lists

a) Update from Ruskin

CHN and JL announced that they had arranged to meet with the new Head of School, Jason Gaiger. The Sackler's objective (already in place) of supporting Ruskin teaching (e.g., reading lists) would be discussed. SW explained that Ruskin's pattern of using different lecturers each year meant a frequently-changing set of reading lists. CHN requested that, so as to help college librarians allocate their limited financial resources more appropriately, Ruskin follow the standard agreed to by the History of Art Dept, whereby priority titles would be indicated. SW agreed to follow up with Ruskin

lecturers. She also noted that all titles on Ruskin reading lists were purchased for the School's own library.

ACTION: SW to request prioritisation of key titles in Ruskin reading lists.

b) Update from the History of Art Dept

AW reported that HoA was drawing up a core reading list for all first year courses. This list would assist college librarians in their support of HoA teaching. CHN noted that she normally saw HoA course reading lists, but that she did not necessarily see the tutorial lists. Any reading lists she received were forwarded to the college librarians (via JP, college library liaison). IH asked whether the HoA core reading list could be forward to the HFL when it was ready.

ACTION: CHN to forward lists to IH.

7.2. – Sackler Library reader reserves: Update on new procedures

The change to the procedure for overnight reservations had been discussed at the previous committee meeting (Hilary 2011). GP reported that this change had now been implemented. He noted that shelvers were still finding a few items reserved on incorrect floors, but that once readers were aware of the new procedure this would no longer be a problem.

7.3. – Non-PCAS scanning: Confirming procedures for Trinity term 2011

GP reminded the committee that at the previous meeting the Sackler had agreed to introduce an informal booking system for the A3 flat-bed scanner. This was now in operation. To date, take-up had not been as heavy as anticipated. VB asked for an update on the need to improve the resolution options on the PCAS machines. JL replied that this was looking unlikely.

8. – Collections

8.1. – Electronic resources

ARTstor and Bridgeman Education user statistics

CHN directed the committee to the two attachments circulated prior to the meeting and thanked VB for providing them.

a) Bridgeman Education

CHN and VB confirmed the breakdown for payment of this resource:

Total cost = £2,000 p.a.: Bodleian Libraries/Humanities = 25%, HoA Dept = 25% and Bodleian Libraries/Art = 50%.

VB explained that the statistics gave monthly figures and also the number of sessions, but that the number of individual users was not provided.

b) ARTstor

CHN reminded the committee that the cost of this resource was approximately £16,000 p.a. Until recently, the cost had been split (Humanities = 50%, Art = 25%; Continuing Education = 25%). JL commented that the entire funding of ARTstor had been transferred to a general budget, partly because ARTstor's content was not limited to Humanities-related topics, and partly owing to its proprietary presentation tool (the Offline Image Viewer).

VB noted that the number of registered users given for ARTstor did not provide a realistic indication as to usage. Although people were required to register when attending a training session (so as to use the database's enhanced capabilities), registration was not a requirement for those who were only searching for images. CHN added that ARTstor's data comparing Oxford with parallel institutions showed Oxford's use of ARTstor as among the highest.

A more general discussion followed.

KH asked about relative preferences of the two databases. CHN and VB replied that, generally speaking, art historians used both resources, social scientists seemed to find their needs better addressed by ARTstor, and that Medieval and Modern Languages researchers tended to find Bridgeman slightly more useful. CHN noted that users appreciated the ability to contact Bridgeman direct regarding image use for publication as the response time was extremely rapid. Most users had commented that image quality in ARTstor was generally higher than in Bridgeman. The latter had agreed to look into adding higher-quality images to its database.

IH added that the usual manner for evaluating the financial value of an e-resource was to calculate the cost "per session". The ARTstor data showed a cost of £2.20 per session, which IH thought good value. Bridgeman Education stats indicated a cost of £2.70 per session, which was also quite good. CHN added that Jonathan McAslan (Head of E-resources) was satisfied with user take-up of both databases.

MK commented on the appropriateness of the committee's review of usage data for such resources, especially for very expensive databases. He asked whether the committee thought ARTstor worth its £16,000 subscription. The committee found that both ARTstor and Bridgeman Education provided good value for money, and was in favour of continuing the subscriptions of both.

CHN also noted that she and VB were holding many training sessions each term, mostly on ARTstor, Bridgeman, plus other image databases where appropriate. These sessions were being offered at various venues (e.g., OIL, OUCS, RSL, the Taylorian) so as to reach as many potential user groups as possible.

IH asked whether the OUCS sessions could be included in the WISER announcements. CHN agreed to investigate.

ACTION: CHN to contact WISER co-ordinator Angela Carritt, with a view to including information about ARTstor-Bridgeman training sessions in the WISER announcements.

8.2. – Print resources

Offsite transfer of e-available journals

CHN highlighted the problem of overcrowded bookshelves on the Sackler's 2nd floor. She noted that this had been discussed at the previous meeting (Hilary 2011), and that the situation was approaching critical levels. She was looking at those JSTOR titles which had not yet been sent offsite as the initial candidates for transfer. Since this would not free up that many shelves (10-15), she was also looking into infrequently-consulted, but not electronically-available journals as phase 2 candidates for transfer. She invited suggestions from committee members. Each list would be circulated to committee members, as well as other relevant constituencies. Nothing could be sent offsite until the new BSF was ready to receive Sackler materials.

VB asked about the turnaround time for recalling items from offsite. JL explained that, if an item was requested before mid-day, it should be delivered by the evening of the same day (or the following morning). An e-delivery service would also be introduced: electronic scans of book chapters / periodical articles would be delivered via e-mail. It was hoped that a prototype service would be up and running within the next year. JL added that e-delivery of inter-library loan requests would probably be introduced at the same time. Charges for these services were under discussion.

9. – Bodleian Libraries estates developments

9.1. – Book Storage Facility

JL reported that approximately four million items had been transferred to the BSF. Bodstack and Cheshire-based holdings would be fully transferred by the end of June, after which attention would turn to Nuneham Courtenay. Transfer of Nuneham items to the BSF would end in December. Turnaround time for delivering items already at the BSF was reasonably good and a twice-daily delivery service would be introduced over the summer.

9.2. – Bodleian (Old & New) and Underground bookstore

JL reported that the quad work had been completed, and that a new Bodleian tea room had opened. The Gladstone Link, with 150,000 – 200,000 volumes on open access, was due to open on 5th July. Volumes in the Gladstone Link would consist of frequently-requested items (approx. 40% of ASR titles) from the BodStack, as well as the last three years' legal deposit intake. The shelf marks for these titles would follow the Bodleian's running-number style. Requests for titles held at the Gladstone Link would be confined to the central Bodleian site (Duke Humphrey, Lower Reserve, Upper Camera, Upper Reserve) and would not be requestable to other Bodleian Libraries' reading rooms (e.g. the Sackler). JL further noted that data would be gathered regarding frequency of

consultation of Gladstone Link volumes. This information would be collected by scanning the barcode of each volume every time it was reshelfed.

10. – Any other business

There was no other business.

11. – Date and time of next meeting

Meeting	Michaelmas 2011
Date	Monday 17 th October 2011
Time	3:30pm
Location	Sackler Library, 2 nd floor meeting room

The meeting ended at 4.50pm