

Committee on Library Provision and Strategy in the Bodleian Social Science Library

2.00pm, Friday 20 February 2015

Large Discussion Room, Social Science Library
Manor Road Building

MINUTES

1. Introductions and apologies

Present:

Academic members: James Forder (Economics, Chair), Fran Bennett (Social Policy and Intervention), Elizabeth Frazer (Politics and International Relations, Chair), Petra Mahy (Socio-Legal Studies)

Student members: Erik Eriksen (International Development), Charlotte Friedrichs (Economics), Zara Plummer (Geography).

Library members: Louise Clarke (Head of the Bodleian Social Sciences Libraries), Jo Gardner (Bodleian Social Science Librarian, Minutes), Sarah Rhodes (Bodleian Social Science Library) and John Southall (Bodleian Social Science Library).

Apologies:

Evelyn Ersanilli (International Development), Friso Jansen (Socio-Legal Studies), Liz Martin (Nuffield College Library), Alpa Parmar (Criminology), Marion Wyllie (Politics).

2. Minutes of the last meeting and matters arising

2.1 Review of Library opening hours (agenda item 2.1)

A short online survey to seek views on changing weekend opening/closing times was run during Trinity Term 2014 and repeated during Michaelmas Term 2015. The survey attracted 422 responses, 52% from DPIP, 50% from undergraduates. For Saturday opening 23% of respondents wanted one hour earlier, 29% wanted no change and 48% wanted one hour later. For Sunday opening 34% of respondents wanted one hour earlier, 22% wanted no change and 44% wanted one hour later. The preferences are not clear cut when split by department; the majority of respondents from SP&I wanted one hour earlier and the majority from Geography wanted no change. The Committee agreed that there is still a demand for earlier opening hours, so the solution lies in finding enough funding to increase the hours. LC stated that there is a precedent for sponsorship within Bodleian Libraries, as Hogan Lovells supports some of the Law Library weekend services. JF suggested that sponsorship is sought for SSL. **Action** – LC to investigate sponsorship opportunities via the Bodleian Libraries Development Office.

2.2 Improved audio-visual facilities in discussion rooms (agenda item 3.1)

JG reported that funding is being sought for a fixed projector with wireless adaptor in each of the library discussion rooms. JF suggested giant tablets as an option. A Minor Works bid will be submitted in August 2015 for this and the associated rewiring work.

2.3 Bodleian Scan and Deliver service and iPads (agenda item 3.1)

LC reported that the service was tested, and appeared to be working successfully.

2.4 Institutional subscription to the Economist (agenda item 6)

JG reported that notes have been added to the various versions currently available via SOLO. Economist online (via their website) is now available to purchase as an institutional subscription. This is very expensive, and the SSL has agreed to share the cost with the Sainsbury Library, Saïd Business School. This will be actioned at the beginning of the next financial year, August 2015.

3.2 SSL review of journal provision (agenda item 3.2)

JG clarified that the SSL will only cancel print journals that are available via existing e-subscriptions or replace them with new e-subscriptions once post-cancellation access rights are in place.

3. Report from the Social Science Librarian, Jo Gardner

3.1 SSL Core Journal Collection

The SSL is seeking to 'protect' a core collection of print journals that will stay on the open shelves. During the last three years, only 38 titles have been used (removed from the shelves) more than twenty times. The Committee supported the recommendation that the list of 38 titles is used as a basis for the core collection, and readers' views are sought – ***action** JG to post the list on the SSL website and invite readers (University and external) to comment.*

Low use journals will be transferred to the Book Storage Facility (BSF) in stages. The SSL will begin by transferring journals that haven't been removed from the shelves during the last 3 years and available online, and then monitor the impact.

3.2 Heating and Cooling in the SSL

The temperature in the Manor Road Building, including the SSL, is maintained remotely by the University Estates Department. In January 2015 the SSL was advised that it may be possible to adjust the heating and cooling in certain parts of the library without affecting other parts of the building. The Committee supported the recommendation that the following wish list of temperature adjustments is sent to the Estates Department: Reduce heat and increase airflow in

Phase 2, reduce heat in Phase 1 seating area in summer, increase heat in Graduate Study Rooms – *action JG.*

3.3 Online Reading List Management System [ORLiMS]

The Committee welcomed the creation of a new online reading list management system for Social Sciences, using an award received from the University of Oxford IT Innovation Group. Purchasing resources for taught courses is a core service at the SSL, which currently supports more than 450 reading lists. This project seeks to improve the existing processes of reading list delivery and subsequent library provision. A Steering Group met on 19 February to review and develop a wish list of specifications, and a Project Board will meet towards the end of March to approve this list. JG thanked JF and AP for sitting on the Project Board.

3.4 SSL Space Survey

In response to feedback received so far, such as requests for laptop-free areas, the SSL is seeking readers' views on how library spaces might be adjusted to deliver the most valuable improvements. An online survey was launched on 2 February 2015, and will close on 13 March 2015.

4. Report from the Bodleian Data Librarian and Subject Consultant for Economics, Sociology and Social Policy & Intervention, John Southall

JS briefed the Committee on the forthcoming Bodleian Data Library, which will provide researchers with improved access to data resources provided by Bodleian Libraries and new support services. The website is now available at <http://www.bodleian.ox.ac.uk/data> and feedback would be gratefully received.

The ORA-Data website is now available for researchers who wish to deposit their data in an institutional repository. The Oxford Research Archive already acts as a searchable repository of theses and publications, so ORA-data extends this capability. Updates to ORA-Data are posted on the Research Data Oxford website, and Bodleian Libraries staff are receiving training.

5. Comments from Staff Representatives

None noted.

6. Comments from Student Representatives

CF reported from the Economics GJCC that Phase 2 of the library is too hot, and that week-end opening hours are too short. The latter has been addressed under Item 2.1 above.

Action – CF to write a letter of concern about the temperature in library to JF, SSL CLiPS Chair.

7. Bodleian Libraries and Curators Report, Louise Clarke

The Bodleian Humanities Libraries have submitted two proposals. The first proposal concerns the relocation of the Taylor Bodleian Slavonic & Modern Greek Library (TABS) to the main Taylor Institution Library in St Giles'. The Russian & East European Centre (SIAS) has requested that History materials currently located in TABS are transferred to the Radcliffe Camera. The second proposal concerns the relocation of the Oriental Institute Library to the Sackler Library in Saint John Street; particular collections will be transferred to other relevant libraries, e.g. the Japanese collection. The Committee supported these proposals, as the collections will be moved to libraries with longer opening hours.

8. Items for Divisional Board and Curators

The Committee agreed that Curators may need to support their request to reduce the temperature in Phase 2 of the library if the Estates Department do not provide a satisfactory explanation.

9. Any other business

JG noted that one of the SSL fire exits will be repaired on 4 March; this may be noisy.

10. Date of next meeting

Friday 29 May 2015, 2pm.