

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

2.00pm, Friday 13 November 2015

Large Discussion Room, Social Science Library  
Manor Road Building

## UNAPPROVED MINUTES

### 1. Introductions and apologies

#### Present:

*Academic members:* James Forder (Economics, Chair), Fran Bennett (Social Policy and Intervention), Christina Cook (Socio-Legal Studies), Killian Mullan (Sociology), Alpa Parmar (Criminology)

*Student members:* Rob Blakey (Criminology), Lea Boergerding (International Relations), Calla Glavin (Social Policy and Intervention), Zoe Holding (Economics), Jessy Parker-Humphreys (Politics), Paola Solimena (International Relations).

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

#### Apologies:

Elizabeth Frazer (Politics and International Relations), Claudia Hartman (Migration/Forced Migration), Sabrina Martin (Politics), Zara Plummer (Geography), Tom Scott-Smith (Refugee Studies and International Development).

### 2. Minutes of the last meeting and matters arising

#### 2.1 Laptop Free Zone trial in the SSL (agenda item 3.2)

Jo reported that positive feedback had been received about this, and it will become an established zone.

#### 2.2 Library Support for Disabled Readers (agenda item 5.1)

Jo reported that 51 students were offered a 1-to-1 meeting to discuss the best use of SSL facilities and services for disabled readers during 2014-15. James clarified that a 'light touch' keyboard could be used with library PCs.

**Action** – Jo to purchase a 'light touch' keyboard for readers to use in the library.

### **3. Report from the Social Science Librarian, Jo Gardner**

#### **3.1 SSL Annual Report for 2014-15**

The Committee received the Annual Report. Jo drew particular attention to the appointment of a new Senior Library Assistant for Scholarly Communication, the establishment of the ORLiMs reading list management system, and the SSL's success in winning two Green Impact awards.

#### **3.2 Bodleian KeepCups in the SSL**

Jo reported that Bodleian KeepCups would continue to be available for purchase in the SSL and Education Library, and would be available for purchase in other libraries soon. KeepCups are currently approved for use in the SSL, Education Library, Radcliffe Science Library and Tylor Anthropology Library. The SSL has received positive feedback about the KeepCups, and 285 have been sold in the library to date. The Manor Road Café is unable to provide a discount to customers with KeepCups, as pricing has been agreed across the University.

#### **3.3 SSL Respacing Project**

A total of 632m of print journals were barcoded and moved to the Book Storage Facility during August and September 2015. These journal can now be ordered to more than 20 Bodleian Libraries locations, including the SSL. Five duplicate holdings were identified during this exercise, and will be removed from the library.

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

#### **4.1 Revised ESRC Policy for Research Data**

John advised the Committee that the key adjustments for all researchers who have secured ESRC funding are:

- ESRC-funded data can be offered to the UK Data Archive (UKDA), and alternative archives such as institutional repositories;
- Exceptions to depositing data have to be based on strong reasons which are acceptable to the ESRC/UKDA and are not automatic;
- Datasets must have permanent identifiers (DOIs) issued by the host archive.

#### **4.2 Research Data Management Update**

The Committee received an update from John on the latest service developments for the research data lifecycle. A new Data Delivery Group brings together representatives from Bodleian Libraries, Research Services and IT Services, and its remit is to drive research data service development. The

Research Data Oxford website [<http://researchdata.ox.ac.uk>] provides advice on research data management planning and research data policies of funding bodies. An Oxford version of the Digital Curation Centre tool for producing data management plans is being developed. Deposits of data records and dataset in ORA-Data have been steady since the service was launched; ORA-Data staff can issue digital identifiers (DOIs) for citation purposes and provide a helpdesk for the deposit process. The Bodleian Data Library [<http://www.bodleian.ox.ac.uk/data>] supports researchers and students in identifying and accessing social science statistics and data, provides contract and access management services for restricted and sensitive datasets and offers advice with applications and responsible data use.

## **5. Bodleian Libraries and Curators Report, Louise Clarke**

### **5.1 Bodleian Libraries Report for Social Sciences Libraries**

The Committee received the Bodleian Libraries Report. Louise drew particular attention to the 'ORCID at Oxford' unique identifier for verifying institutional affiliation, Oxford Libraries' success in coming first in the National Student Satisfaction Survey for the third year running, and the closure of the Social Sciences Libraries collections 2014-15 financial year budget at 99.9% spent. Louise reminded the committee that books and journals received via electronic legal deposit can only be accessed via Bodleian Libraries PCs, and this is to protect publishers' interests. The large-scale refurbishment of the St Cross Building will resume next term, and work has begun on a pre-feasibility study to redevelop the Radcliffe Science Library to meet the changing needs of the science divisions.

### **5.2 Act on Acceptance: Open Access and the next REF**

Louise briefed the Committee on the Open Access paper that was circulated with the agenda: To comply with the next REF, author-accepted manuscripts (AAM) of journal articles and conference papers (with an ISSN) must be deposited in ORA, via Symplectic, within 3 months of the date of acceptance. The metadata should be discoverable immediately, and the full text should be accessible within 1 month of deposit or the end of any publisher embargo period (which should not exceed 2 years). Fran asked for clarification on the embargo period. Post-meeting update: Research Services confirmed that the embargo period is calculated from the date of publication, so full text should be available within two years of publication.

Louise highlighted the importance of effective communication strategies across departments and colleges, and noted the forthcoming discussion at the SSD PRC meeting in Week 6. The Libraries provide digital infrastructure via ORA and the Open Access Oxford website [<http://openaccess.ox.ac.uk>], and support and help via the Subject Librarians and open access enquiries helpline [[openaccess@bodleian.ox.ac.uk](mailto:openaccess@bodleian.ox.ac.uk)].

**6. Comments from Staff Representatives**

None noted.

**7. Comments from Student Representatives**

Calla reported satisfaction with the SSL procedure for ordering new books, and requested more signs in the East Graduate Study Room to remind people that it is a quiet (no discussion) area.

**Action** - Jo.

Jessy passed on gratitude for the extended Sunday opening hours, and the new online reading list service.

**8. Items for Divisional Board and Curators**

The Chair of the Social Science Library Committee wishes to bring to the attention of the Curators the high levels of appreciation expressed for the innovative and service-driven approach of the Social Sciences Librarians which was reported by the student representatives.

**9. Any other business**

None noted.

**10. Date of next meeting**

Friday 19 February 2016, 2pm.