

BODLEIAN LIBRARIES, UNIVERSITY OF OXFORD

Alexander Library of Ornithology

Move of the Library February 2018 – FAQ

THE LIBRARY MOVE

1. Why is the Alexander Library moving?

Due to the closure of the Tinbergen building in 2017, the Alexander Library was moved to temporary accommodation in the Radcliffe Science Library (RSL). [Tinbergen Building information: <http://www.ox.ac.uk/staff/tinbergen-building-update>.] Accommodating the Alexander collection long-term in the RSL is not possible due to the handover of Level 1 and 2 of the RSL to the University Museums. This has substantially reduced shelving and storage space in the library such that there is insufficient room to retain the Alexander Library as an open-shelf collection.

2. Where is the Alexander collection going?

Open shelf material – Open shelf books, periodicals and reprints will be transferred to the Bodleian Book Storage Facility (BSF) in Swindon. A small number of books will be transferred to open shelves in the RSL. These will mainly be reference works and material to support undergraduate teaching.

Archives and rare books – Archive material and rare books will be transferred to either the Bodleian Weston Library or the BSF.

3. What will happen to open-shelf material such as books, periodicals and reprints?

These will be mostly transferred to the BSF. It will be possible to request items to be brought to reading rooms around the Bodleian Libraries (including the RSL and Weston Library) for consultation.

4. What will happen to archive material and rare books?

Archives will largely be transferred to the BSF. New catalogue records will be created to identify these documents on the SOLO catalogue. Some archives which are currently unsorted may transfer to the Weston Library to be processed and catalogued. We do not currently have a timescale for how long any processing may take. Consultation of the archives will only take place in the Bodleian Special Collections Reading Room at the Weston Library.

Rare books will be transferred to the BSF. Consultation of rare books will only take place in the Bodleian Special Collections Reading Room at the Weston Library.

5. When will Alexander material start to move? And when will it be completed?

The move of the Alexander Collections will begin on 19th February 2018. It is anticipated that the move will be completed by the end of June 2018.

6. Will all Alexander material be accessible during the move?

No. During the move parts of the collection will become unavailable while they are being processed and transported to the BSF/Weston Library. If you believe that you will need specific material from the Alexander collections during the move period, please talk to the Alexander Librarian as soon as possible to discuss your requirements.

7. Will there be any benefits to users of the Alexander collections from the move?

Yes. There will be several benefits, the first being improving the catalogue records available for some of the Alexander Collections, particularly the periodicals and archive material. This will be done as part of the moving process and make it easier for researchers to find documents in the collection.

Secondly, previously open shelf Alexander material in the BSF will be eligible for the Bodleian Scan-and-Deliver service. This allows holders of Bodleian Reader Cards to request an electronic copy of a chapter or article of a work to be E-mailed directly to them (charged service).

For those consulting archives and rare book material, the Weston Library offers modern facilities and longer opening hours.

Finally, some items from the Alexander collections will be incorporated into open-shelf collections at the RSL and made available for borrowing.

8. Will any material currently in the Alexander Library collections be disposed of during the move?

The Bodleian Libraries have a policy of not retaining duplicate books and periodicals without good reason. This is because our library storage space is limited. As part of moving the Alexander collections some duplicated material will be removed; duplicate books and periodicals will be disposed of through donations to ornithology societies or Better World Books. We will retain duplicates that are of historical interest (e.g. author signed copies of books) or duplicates which improve provision of popular material to support teaching at the University. Where possible, we will make retained duplicate copies available for lending.

ACCESSING THE COLLECTIONS

9. How will I be able to access the Alexander collections in future?

Most material that is currently on open shelves in the Alexander Library will, in future, need to be ordered from the BSF back to a library reading room such as the RSL or Weston Library. It can take up to 48 hours for material to be delivered to reading rooms. Archive and rare books material can only be ordered to the Bodleian Special Collections Reading Room.

In order to access the collections in one of the Bodleian Libraries you must have either a current University Card (for members of Oxford University) or a Bodleian Reader Card. Reader Cards are available to visitors, researchers from other institutions and Oxford alumni via the Bodleian Admissions Office. Library staff can advise on how to order material and where you will be permitted to read it.

10. Will visiting students, researchers and ornithologists still be able to access the collections?

Yes. However, as the collection will be held offsite, visitors and researchers will need to plan visits carefully, allowing sufficient time for material to be delivered to appropriate reading rooms for consultation. Material brought from offsite can take up to 48 hours to arrive at reading rooms and some requests will need to be mediated by library staff such as the Alexander Librarian Sophie Wilcox. Library staff will be happy to help you order material prior to your visit.

All visitors who do not hold a current Bodleian Reader card must acquire a card from the Bodleian Admissions Office before they can access any library or reading room.

11. Will I be able to browse the collection?

No. It is not possible to browse collections stored at the BSF. It will, however, be possible to search for items through the SOLO catalogue. The Alexander Librarian will also be available to help locate material.

12. How will I find material in the Alexander collections? And what assistance can I get accessing the collections?

Most Alexander books and periodicals can be found through the SOLO catalogue. As part of the move we will be improving the catalogue records available for a range of Alexander items. The SOLO catalogue is a publicly available website, you do not have to be a member of the University or registered with the library to search for material. Listings for certain archives are available through the Alexander LibGuide. Certain card catalogues pertaining to the Alexander collections will be retained at the RSL for use by staff and readers.

The Alexander Librarian can assist with finding material through enquiries via e-mail, phone or in person. Support in accessing archives and rare books will be provided by Special Collections staff at the Bodleian Weston Library. We will continue to provide information and support for the collection online through our library website and Alexander LibGuide.

13. What will happen to hosted collections such as the British Falconers Club material?

We are currently consulting with organisations for whom we host their collections at the Alexander Library and we will update this FAQ guide when we have more information.

14. Will the Library continue to develop and promote the ornithology library collections?

Yes. We will retain a Librarian in charge of the Alexander Library collections (Sophie Wilcox) who will assist researchers and help to curate and develop the collection.

We will continue to purchase material for, and consider donations to, the Alexander collections. We will pursue opportunities for improving access to the collections through work such as listing archive materials and participating in exhibitions of library materials. We will also maintain links with other ornithology libraries, collections and research groups.

15. Will there still be a librarian in charge of the Alexander collections?

Yes. Sophie Wilcox will remain as the Alexander Librarian and will be based at the Radcliffe Science Library.

16. Who can I contact if I need information about or help using the Alexander collections?

In the first instance you can contact the Alexander Librarian Sophie Wilcox. Staff in the Special Collections Reading Room at the Weston Library can help with ordering and handling archive material and rare books. Library staff at the RSL and other Bodleian libraries can assist with ordering material from offsite storage at the BSF.

17. Why can't I order archive and rare books to the Radcliffe Science Library?

The Weston Library has special facilities and staff for accessing rare and valuable library materials. To help preserve the collection, archive and rare books material can only be consulted in the Special Collections Reading Room.

OTHER

18. Will there be a new Alexander Library when the Tinbergen Building is replaced?

No. The Alexander Library is unlikely to return to any new building created to replace the Tinbergen Building.

19. How will library users be kept updated on developments?

Updates on the progress of the move will be made available through the library website, Alexander LibGuide and through signage in the library.

USEFUL LINKS AND CONTACTS

Alexander Librarian – Sophie Wilcox

sophie.wilcox@bodleian.ox.ac.uk, Tel: (01865) 272 844 / (01865) 271 143

Alexander Collection LibGuide – <https://libguides.bodleian.ox.ac.uk/alexanderlibrary>

Radcliffe Science Library Website – <https://www.bodleian.ox.ac.uk/science>

Weston Library and Special Collections – <https://www.bodleian.ox.ac.uk/weston/using/guidance>

SOLO Catalogue – <http://solo.bodleian.ox.ac.uk>