ANU Library Advisory Committee

Minutes

University Library Advisory Committee

COMMITTEE

MEETING NO. 1 - 2019

DATE / TIME Wednesday 8th May 2019, 2:00 – 3:00pm

VENUE Meeting Room 2, Beryl Rawson Building

ATTENDING Chair: Professor Paul Pickering, ANU College of Arts & Social Sciences

Members:
Lexing Xie, ANU College of Engineering & Computer Science
Associate Professor Keturah Whitford, ANU College of Business & Economics
Roxanne Missingham, University Librarian
Professor Ian Campbell, Research School of Earth Sciences
Dr Cathy Honge Gong, ANU Centre for Research on Ageing, Health & Wellbeing
Glenda Bloomfield, ANU College of Law
Campbell Clapp, Vice President ANU Student Association (ANUSA) for President
Margaret Prescott, Secretary

APOLOGIES

Professor Raghbendra Jha, ANU College of Asia & the Pacific
Zyl Hovenga-Wauchope, President, ANU Postgraduate and Research Students’ Association (PARSA)
Eden Lim President, ANU Student Association (ANUSA)

OBSERVERS

Heather Jenks, Associate Director, Information Services
Kathryn Dan, University Archivist
Part 1. Procedural items

1. Apologies and announcements
Professor Pickering welcomed committee members and our new member Professor Lexing Xie from CECS. Apologies as recorded were accepted.

2. Minutes
The minutes of the meeting of 10th December 2018 were approved.

3. Matters arising
The Committee noted actions against the matters arising

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<thead>
<tr>
<th>Action ID</th>
<th>Description</th>
<th>Responsibility</th>
<th>Action</th>
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<tbody>
<tr>
<td>Action 1</td>
<td>Chifley Library refurbishment plan to be provided to committee when available</td>
<td>Roxanne Missingham</td>
<td>Complete - Included in papers</td>
</tr>
<tr>
<td>Action 2</td>
<td>Next LAC Academic Meeting</td>
<td>Margaret Prescott</td>
<td>Complete – 8th May 2019 - 2pm</td>
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Part 2. Reports

4. Chifley Collection Rebuild
Ms Missingham spoke to the report noting the points listed:

- **Academic advisory working group** - Ian Higgins, Keith Dowding, Kim Sterelny, Marc Oxenham, Mark Dawson, Paul Burton, Robert Cribb and Vladimir Canudas Romo are providing input to the collection rebuild. The largest part of the collection rebuild will occur once the relocation project is completed and insurance funding received. They have supported replacing microfilm with online resources with a focus on newspapers and prioritising consideration of multivolume works. The need for clear messages on collection replacement was identified including a message of support from the VC.

- **Relocation Project** – This large project is led by Helen Taylor, previously University Librarian at the University of Canberra. The Project is well underway with all Branches and the Hume Repository reviewing their holdings and creating space take the Chifley level 1 and the Hancock basement collections.
  - In addition to the relocation and rebuilding projects, Helen is currently working on an application to join the HathiTrust. There are some issues with copyright differences between Australia and USA which are being addressed.
  - British Newspaper Archive – as the NLA has changed some conditions we are costing options

- **Insurance** - Discussions with the Insurer have reached the point where they require no further analysis or data from the Library. We are now in the next phase of negotiating the actual payment to reach an agreement. We are aiming for 90% of the value, the University would be content with 80%. The University has agreed to meet the gap for the Collection Rebuild.

- **Physical Rebuild due for completion end of July**. – Refit on both levels have commenced creating major issues for noise, heating, noxious fumes and distasteful smells.
• **Level 1 J B Chifley Library** – Will contain mostly student areas.

• **Level 2 J B Chifley Library** - Creation of the new entry way from Kambri has commenced at the same time as Level 1 works. Affected staff have been relocated to alternate accommodations where possible within Chifley but many are over in Menzies unless taking desk shifts. Dust, noise and cold have increased. The Chair has recommended filling out the online Feedback forms for major issues as this is where statistics are taken from.

**Resolution**
The Library Advisory Committee noted the report and supported the activities underway.

5. **Collection storage framework**
Ms Missingham spoke to the report:

• To resolve storage issues there are two proposals: a new building and storage (either on or off campus). There is a question about whether the storage and retrieval system is manual or automated. This needs to be resolved prior to the design for the new building. The contract for a company to undertake the costings research should be out next week. The Library preference is for the storage to be on campus but this needs to conform to the Campus Plan. There will be consultation with students and staff with a hierarchy of needs formulated. There will always be a priority given to materials required for immediate use for example, reading lists. PARSA and ANUSA can assist to establish student requirements through student surveys.

• Points regarding storage solutions included statistics on usage should include the books re-shelved not just those checked out to show more realistic usage figures; possibility of reviewing areas/disciplines with greater usage; and noting the timeliness of access, including for archival materials.

The committee discussed the importance of ensuring that in-library resources include material that support education and research. The importance of delivery several times a day to libraries from any storage area.

**Resolution**
The Library Advisory Committee noted the report and agreed the need for ongoing consultation regarding storage requirements.

6. **Principles of a new Library**
Ms Missingham spoke to the report and highlighted:

• Priority given to creation of the building principles for the new library. These need to be agreed before the next Campus Planning Committee meeting. The report is high level, covering the need for the right architects etc. It is essential that these principles are based on feedback.

• From these principles the details can be worked out with consultants for the actual design. This must be a modern university library with an emphasis on collection, teaching, digital access, quiet and small group spaces, exhibitions and more.

• It is hoped that the progress would enable approval when the A D Hope building is vacated.

**Resolution**
The Library Advisory Committee noted the report and agreed to provide feedback on the principles for the new library building.

7. **Library Loans and overdue policies**
Ms Missingham spoke to the report and highlighted:

- Fees increased in 2015 changed student practises and there are now far less overdue items. As a result, we are looking now to reduce the fines. This can be done as a trial to gauge the effect.
- Reasons to make these changes:
  - Reduce the number of appeals and the administrative work required;
  - Encourage communication when students/staff have issues and can’t get the books back on time.
- Suggest that PARSA and ANUSA discuss fines and strategies to prevent occurrences with their colleagues. Individuals need to remember that everyone deserves equal access to books.
- Additionally, please note if fines reach $25.00 the borrower will have their borrowing privileges suspended. If there are excessive library fines outstanding, they may not be able to graduate.

**Resolution**
The Library Advisory Committee noted the report and agreed
- detailed advice should be sought from PARSA and ANUSA
- a pilot should be run when the changes are agreed.

8. **SIS Business plan 2019 and achievements**
Ms Missingham spoke to the report:

- Chifley is about to open The Deck – digital hub. Grazia Scotellaro from CAP will host a raft of training sessions on many things digital and research such as data and text mining.
- Video tours of each library branch are up on the webpage.
- Other items are noted in the report.

**Resolution**
The Library Advisory Committee noted the report.

9. **SIS planning day 2019 projects**
Ms Missingham spoke to the report:

- Four projects came out of the planning day
  - Student publishing – lead by Lorena Kanellopoulos, Manager, ANU Press.
  - Digital Scholarship – lead by Diane Humphery, Manager, Menzies Library
  - Student engagement/outreach – led by Samantha Jackson, Manager, Hancock Library
  - Learning and development for SIS staff – led by Meredith Duncan, Manager Chifley Library.
- In addition Sarah Lethbridge, Senior Archivist, ANU Archives is leading a review of statistics and reporting.

**Resolution**
The Library Advisory Committee noted the report.
10. Digitisation Update
Ms Missingham spoke to the report:
• Past ANU PhD theses have now been digitised. The workflow for Honours theses to be
digitised has been tested in two schools and hopefully should be rolled out more broadly.
Issues raised regarding retention and preservation of past Honours theses that are in danger
of being lost.

Prof Campbell suggested that contact be made with Prof Anna Cowan regarding science honours
theses.

Resolution
The Library Advisory Committee noted the report.

11. ANU Library report
Ms Jenks spoke to the report:
• Rare Books in Menzies to be moved to Level 4.
• Some collections have been relocated as part of the wider plan – check with staff if you are
having problems finding items.
• If there are issues please pass reports on so they can be addressed.

Resolution
The Library Advisory Committee noted the report.

12. ANU Archives report
Ms Dan spoke to the report:
• Preservation of film and photographs has become an issue in the collection with ‘vinegar
syndrome’ found on some images. Have discussed with Prof Howard Morphy whether there
are videos and films c. 1970s. that should be preserved
• The Fenner material in the Archives has been included on the UNESCO Australian Memory of
the World Register.
• Archive usage has increased but may be due to a specific group of researchers.
• Exhibitions – two are running at present in the Menzies Library, with other contributions
made to one at CMAG and one China in the World.

Resolution
The Library Advisory Committee noted the report and advice to be provided to the committee on
ANU Archives in the Australian Memory of the World Register.

13. ANU Press report
Ms Missingham spoke to the report:
• The publishing program is focusing on quality and a range of authors, including those outside
ANU
• The Press now has a part-time Marketing Officer
• The new website has increased hits as it works well with Google.

Resolution
The Library Advisory Committee noted the report
Part 3. Other business

14. Any other business

- Next meeting to be held in Chifley after the renovations. Date to be advised.
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<tr>
<td>Action 1.</td>
<td>Approval for storage principles</td>
<td>Roxanne Missingham</td>
<td>Convey to COO</td>
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<tr>
<td>Action 2.</td>
<td>Committee to provide feedback on the principles for the new library building.</td>
<td>Whole committee</td>
<td>Provide to Roxanne Missingham</td>
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<td>Action 3.</td>
<td>Detailed advice should on fines be sought from PARSA and ANUSA</td>
<td>PARSA/ANUSA</td>
<td>Advice to Roxanne Missingham</td>
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<td>Action 4.</td>
<td>A pilot should be run when the changes are agreed.</td>
<td>Roxanne Missingham</td>
<td>Complete - Sent 13&lt;sup&gt;th&lt;/sup&gt; May 2019</td>
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| Action 4 | Contact Prof Anna Cowan regarding science honours theses                     | Erin Gallant            | Complete - Sent 13<sup>th</sup> May 2019 |
| Action 5. | Advice to be provided to the committee on ANU Archives in the Australian Memory of the World Register. | Kathryn Dan            | Complete - Sent 13<sup>th</sup> May 2019 |