Minutes

University Library Advisory Committee

MEETING NO. 1
DATE / TIME Tuesday 26th August 2014 4pm
VENUE Graneek Room, Level 4, Chifley Library
ATTENDING Chair:
Professor Jenny Corbett
Members:
Sarah Heathcote, ANU College of Law
Professor Raghbendra Jha, ANU College of Asia & the Pacific
Benjamin Niles, President, ANU Postgraduate and Research Students’ Association (PARSA)
Professor Paul Pickering, ANU College of Arts & Social Sciences
Professor Alistair Rendell, ANU College of Engineering & Computer Science
Cam Wilson, President, ANU Student Association (ANUSA)
Roxanne Missingham, Ex officio University Library

APOLOGIES Professor Ian Campbell, Research School of Earth Sciences, Member

OBSEVERS Maggie Shapley, University Archivist
Heather Jenks, Associate Director, Information Services

Part 1. Procedural items

1. Apologies and announcements
Professor Corbett welcomed members to the committee. She noted that a variety of committees had provided advice to the university on library issues over many years.

2. Minutes
As this was the first meeting of the committee there were no minutes to approve.

3. Matters arising
As this was the first meeting of the committee there were no matters arising.
Part 2. Strategic Items

4. Terms of reference

The proposed terms of reference were reviewed and revised to read:

- To provide advice to the University Librarian on policies, strategies and priorities in the context of the strategic directions of the University.
- To provide a mechanism for discussion between Library and Archives users and staff on matters relating to the operation of the Library.
- To advise the University Librarian on the distribution of the Library materials budget.
- To consider the financial needs of the Library and to provide relevant advice to the other appropriate bodies.
- To receive regular reports on the quality and use of the University’s scholarly information services and resources and to ensure these are appropriate to academic teaching and research programs.

It was agreed that the committee would meet six monthly.

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<tr>
<th>Resolution</th>
<th>That the revised terms of reference are approved.</th>
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<td>Action 1</td>
<td>That the revised terms of reference be circulated to College Research and Education Committees and the Associate Deans Education and Research to inform them of the committee.</td>
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5. Library Business Plan 2014

Professor Corbett noted that the Service Improvement Group was developing templates for plans to assist implementation of uniform planning across the university.

Ms Heathcote noted the importance of developing online library sessions to support online teaching. The ANU College of Law is developing the online JD. Library information literacy sessions which have been face to face will need to be translated to the online environment.

Professor Jha suggested that the Library web page could better showcase research from ANU.

All members agreed that improving the website was an important priority.

<table>
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<tr>
<th>Resolution</th>
<th>The plan was noted.</th>
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<tr>
<td>Action 2</td>
<td>That the Library include in its priorities developing online training as part of ANU online courses.</td>
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<td>Action 3</td>
<td>That the redevelopment of the Library website be a priority for 2015.</td>
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6. Library Report

Professor Corbett suggested that reporting against the plan in a table would be useful, in a manner similar to that done for the University Research Plan, perhaps with a dashboard approach.
Ms Missingham noted the strong pattern of use of electronic resources and continuing high use of library spaces.

Ms Shapley reported that:
- the move of 3 kilometres of archives from Underhill to the Birch Building had commenced
- the digitisation of staff files as part of the Electronic Records Management System project had commenced.

Ms Jenks reported that
- a project had commenced to obtain electronic copies of books on short term loan
- the remaining publications from NARU have been sent to the Library for checking and including in the collection where appropriate
- the report on acquisitions and cataloguing done by Unilinc had resulted in 48 recommendations – 37 have been completed.

**Resolution**

| The plan was noted. |

7. **Library surveys – client survey and reading surveys of postgraduates and academics**

Ms Missingham noted that the Insync survey were primarily from students:

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<tr>
<td>Undergraduate</td>
<td>52.4%</td>
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<tr>
<td>Postgraduate total</td>
<td>31.4%</td>
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<tr>
<td>Academic/Research Staff</td>
<td>10.2%</td>
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She noted that the data collected by Professor Tenopir is part of a multi-institution and multi-nation project. Slides from Professor Tenopirs lecture will be circulated to committee members.

**Resolution**

| Actions to address the major issues from the Insync report were noted. |

8. **Report from committee members**

Mr Niles and Mr Wilson noted the importance on 24x7 hour access to Chifley Library.
Ms Heathcote noted the importance of online education.

9. **24x7 access: Chifley Library: proposal**

**Resolution**

| The committee strongly supported the project. |

**Part 3. Policy**

10. **Collection Development Policy**

Changes were suggested to 2 (a).

**Resolution**

| The draft policy be circulated to Associate Deans Education and Research |
Part 4. Other business

11. Items of other business

There were no items of other business.

The next meeting will be scheduled for December 2014.