

MINUTES

MEETING	Asia-Pacific Library Advisory Committee (APLAC)
PRESENT	Tieke Atikah, Chris Ballard, Richard Barz, Kathy Collier, Vic Elliott (Chair), Yusaku Horiuchi, Terry Hull, Mehdi Ilhan, Tana Li, John Minford, Barbara Nelson, Renata Osborne
APOLOGIES	Geremie Barme, Jenny Corbett, Robert Cribb, Stewart Firth, Peter Jackson, Robin Jeffrey, Rikki Kersten, Sue Kosse, Ewan Maidment, Andrew McIntyre, Amelia McKenzie, Nicholas Tapp, Ken Wells
DATE/TIME	1 June 2007 10.45am
VENUE	Library Meetings Room, R G Menzies Building

1. Minutes of Previous Meeting and Matters Arising

Minutes of the previous meeting were accepted.

Yusaku Horiuchi requested that draft minutes of APLAC meetings are made available earlier than a few days prior to the next meeting. The Library agreed to do this.

Vic Elliott noted an email received from Stewart Firth emphasising the need for a Pacific collections specialist in the Library.

Renata Osborne reported on the appointment of Deveni Temu who will work on Pacific collection development and on cataloguing the personal papers and collections of retired Pacific scholars that have been donated to the University. Deveni's position is partly funded from an ICEAPS grant and partly from Library staffing funds.

2. Director's Report

Vic Elliott reported on the following developments:

2.1 Budget matters

- Library Access and Collection (A&C) Budget

The Library has successfully negotiated a permanent supplementation of A\$.5million to the Library's A&C budget starting from 2007 bringing the total Library A&C budget to \$8 million a year. Vic Elliott explained that while a one-off supplementation of \$.5 million was obtained in 2006 as an internal grant from the Division of Information, this 2007 supplementation is an ongoing sum obtained from the academic programs and as such represents a tax on the academic programs. The \$8 million represents a 1.8% tax on academic programs. Further supplementations will be difficult to obtain.

The Library has a further \$282,000 in Reserve funds to protect the Library from negative currency fluctuations and to help support more expensive purchases. The Director also has a \$350,000 contingency budget to be used at his discretion.

In response to questions asked, Vic Elliott explained that new areas of research were not routinely supported through increases in A&C budget allocations, and that the tax on academic areas was levied on the University's allocations and not on earnings originating from departments. Vic Elliott also reported on the Library's purchase of US dollars at an advantageous rate to act as a cushion against currency fluctuations.

- 2006 carry-forward

Money from the Library's Reserve Funds has been carried forward into 2007 to cover outstanding 2006 purchase commitments.

Funding was also provided for the employment of a temporary part-time Pacific librarian to catalogue donated material from ANU Pacific scholars.

2.2 ANU Quality Assurance Advisory Committees

Quality assurance advisory committees on information systems are to be established in the areas of Administrative Systems, Academic Systems, Scholarly Collections and Infrastructure, to:

- advise on the scope and completeness of planning processes in terms of their consistency with the principles of the University's governance and management framework for IT supported systems
- advise on policy for ensuring coordination across University organisational units and that measures are in place to assure expected outcomes
- alert management to implicit risks
- report to the University Information Strategy Committee on any concern with the governance and management framework.

2.3 Storm Damage

A total of 1,200 books were written-off as a result of damage from the hailstorm in February this year. Of Library premises, the Chifley Building suffered the worst damage when water-soaked ceiling tiles collapsed onto book shelves. Menzies survived relatively unscathed. Insurance processing, building repairs and cleaning up have proved lengthy operations. Level 4 of Chifley re-opened to the public in late May.

2.4 Last Copy Retention Project

Seven of the GO8 university libraries, with the exception of the Library of the University of WA, have agreed to cooperate in a project whereby one library agrees to retain a last copy of targeted print holdings. The project will begin by identifying less-used periodicals for the project.

2.5 New Appointment

Markus Bucchorn has been appointed to the position of Director, ICT Environments within the Division of Information.

3. Access & Collections - Asia Pacific

Renata Osborne noted the overall health of the 2007 Asia Pacific budget and that allocations in 2007 matched that of the previous year.

Renata drew attention to 2 budget areas that have high levels of ongoing commitments and less funds for new monograph purchases - the Western General budget (75% ongoing commitments) and the Middle East budget (57%).

Regarding the Middle East budget the Library will cancel, at the earliest opportunity, its subscription to the journal *Europe Asia Studies*. The Library is bound by its agreement with the publisher, Taylor and Francis, to retain its subscription to this journal until at least 2008. It was decided that the Director's discretionary funds will absorb the 2007 payment for this title.

Regarding the Western General budget, the Library introduced a proposal for the transfer of funds from the larger Asia Pacific budgets (ie budgets with allocations of over \$50,000) to supplement the Western General budget. The suggestion was for either a 1% or a 1.5% transfer of funds. The Library explained that the Western General budget serves all of Asia Pacific and that in part the high level of

ongoing commitments reflects expenditure on electronic resources. After some discussion on whether funds should be sought from all budgets and not only the larger budgets, the Committee decided that the 1.5% transfer will proceed.

Mehdi Ilhan commented that Library resources on the Middle East were inadequate to support research interests from within CAIS and from prospective post-graduate students. Vic Elliott agreed to make funds available from the Director's budget to strengthen the Middle East collections. The Library will liaise further with relevant academics on resource requirements.

Papers were tabled regarding:

- 2007 New Subscriptions Proposals
- 2007 Proposed Cancellations
- 2007 Expensive Items

The Committee supported all proposals, with the exception of the proposal to subscribe to the serial "Taiwan feng wu = ???? " on the grounds that the title was non-academic, was held at the National Library of Australia, and the proposal lacked a supporting statement.

4. Report on Hume Store Relocation

Vic Elliott spoke on the Library's guidelines for selecting monographs and other non-serial materials for relocation to Store (paper previously circulated), and drew attention to the fact that the amount of material to be relocated to Hume is 24,000 which is 5,000 more than stated in the special APLAC meeting of November 2006. Vic also drew attention to the pilot project currently running from Hancock Building for the online request and delivery service of journal articles, and reported that the pilot project was working well and proving very popular with students and academics.

Vic mentioned that the major impact of the Hume Relocation Project is on the WF Hancock Building where space in that building will be allocated for use by other areas of the University such as the College of Science. Final decisions are yet to be made in this matter. The Hume Project has a funding of \$2.3million.

In response to questions, Vic confirmed that Hume will provide a retrieval service for physical items and that users will be able to make an appointment to access Hume material on site. Vic also confirmed that the Library will return items to campus library buildings if they were frequently used, including material from the Bliss collection which would be re-classified.

Renata Osborne summarized the criteria used to identify Menzies material for relocation to Hume (paper previously circulated) and tabled a list detailing the sub-locations and classification blocks targeted for relocation. There were comments regarding the need to retain different editions and unique (if old) indexes on campus. At the end of the discussions the Committee endorsed the selection of materials for relocation.

5. Any Other Business

Report from Asian Collections, NLA

Tieke Atikah reported on developments at Asian Collections:

- that the NLA position at their Regional Office in Jakarta falls vacant in December 2007, and that the deadline for applications for this position is 30 June
- that the Indonesian cataloguing project has reduced the backlog by 50%
- that Indonesian cataloguing has been outsourced and is being done by 2 staff members in Jakarta
- that the budget for Asian Collections remained unchanged at \$1.2 million

The meeting closed at 12.45pm