

LOUGHBOROUGH UNIVERSITY

Library Users' Committee

Minutes of the meeting of the Committee held on 25 October 2006.

Mr G Murdock (Chair)

Prof A S Alexandrov (abs)	Prof N A Halliwell (abs)
Ms P Alfrey	Dr R J Heath (abs)
Dr S M Allin (abs)	Dr R E Kinna
Mr W Chen (abs)	Prof Y V Kurylev (abs)
Dr D S Coates	Dr J Lawrence (abs)
Dr R Craig (abs)	Mrs M D Morley
Ms S Driscoll	Dr F Rowland
Dr G Egan (abs)	Dr A Salagean
Dr M A Evans (abs)	Mr R D Seager
Dr M Gil-Molto (abs)	Dr G Shama (abs)
Dr D Graham	Dr L Webb
Dr H Gross (abs)	

In attendance:

Ruth Stubbings, Stephanie McKeating and Kelly Friend.

1. Apologies

Apologies were received from Dr Allin, Dr Craig, Dr Egan, Dr Heath, Prof Kurylev, Dr Lawrence and Dr Shama.

2. Minutes

The minutes of the meeting held on 17 May 2006 were confirmed.

3. Matters arising

There were none.

4. Information literacy and study skills

Ruth Stubbings and Stephanie McKeating, Academic Services Managers for SS&H and Engineering, gave a presentation on the current Library services relating to information literacy and study skills and discussed possible future developments.

The Committee appreciated the study skills workshops provided by the Library and were positive about the increased number of sessions running. The perceived need for one-to-one advice was discussed. This service already exists for international and DANS students,

however with the present level of staffing the Library is unable to extend this facility.

The Committee was very much in favour of the Library's provision of information literacy and study skills sessions, which are seen as an essential service for students and departments. Possibilities of collaboration with other campus services such as the English Language Study Unit were suggested. Evidence of student and staff demand for additional support, including sessions on additional (or repeated) topics, should be passed to Mary Morley.

View the presentation by clicking on the following link:

<http://www.lboro.ac.uk/library/about/ILSSUserComm.pps>.

5. Library budget 2006-2007

The budget settlement and allocation of funds were noted.

The 'standstill' budget was approved, and the already submitted bid for enhanced services was endorsed for the following:

- £150,000 for additional (mostly electronic) information resources – still awaiting a response.
- £25,000 for piloting 24/7 opening – agreed in principle.
- An additional Library post, in part to meet the demand for study skills training – agreed, interviews taking place on 26 October.

The issue of 24/7 opening was discussed and it was suggested that the Library explore the possibilities of opening for 24 hrs at the time of dissertation submissions as well as before and during exam periods.

Actions: Sophie Driscoll to email Mary Morley with suggested dates.
Mary Morley to email LLOs asking for Departmental views.

6. Librarian's reports

The reports were noted.

The new Library website was commended, however the launch date had caused some problems for departments as its closeness to the start of term had obliged staff to make last minute changes to the website screen shots they use in their student induction and teaching materials. The Librarian apologised for this oversight.

7. Withdrawal of staffed photocopying service

Concerns were raised regarding the withdrawal of the Library's staffed photocopying service. The reasoning behind this was that administration costs far outweighed the demand for the service.

It was suggested that the low levels of use might be attributable in part to the fact that the service was not widely publicised. Departments should contact Mary Morley if they wish to discuss the matter further.

Action: Ruth Stubbings will discuss the advertising of Library services with the Academic Librarians.

8. Service level agreement and Operational plan, 2006-2007

These were noted.

9. Any other business

There was none.

10. Date of next meeting

The next meeting will be held on Wednesday 28 February 2007 at 1pm in Library Training Room 1.