

sherif User Group Committee Meeting Minutes

Date: 27th April 2023

In Attendance:

Adam Robinson [AR] - Chair, Jane Cooke [JC] – Treasurer, Elaine Mulholland [EM], Sue Abbott [SA], Nicola Tricker [NT], Michelle Walker [MW] and Arwen Tobin [AT]

		Action Points
1.	Apologies	
	none	
2	Arrivals and departures – to include Enhancement Groups:	
	Karen Ball will be leaving the committee. Unfortunately not able to recommend a replacement, so will need to recruit.	
3	Minutes of the last ordinary meeting	
	Agreed.	
4.	Matters Arising	
4.1	June event: confirm theme and speakers: <ul style="list-style-type: none"> • Date agreed as Tuesday 27th June 2023 • AI agreed as the theme and a number of possible speakers and avenues discussed. • Andrew Cox, Sheffield, Matt Wood, Durham & Phil Bradley to be contacted by NT • Masud Khokhar, Leeds to be contacted by JC • Jisc and Chris Erdmann to be contacted by EM • Hannah Wood, NHS to be contacted by SA • Next steps once we have a list of speakers is to finalise topics and schedule the event and then SA to book Zoom. 	NT, SA, JC, EM to contact speakers and ask for availability. SA to book Zoom once timings agreed
4.2	UKRI Open Access Policy Stakeholder Forum – expressions of interest? No interest so far, continue to looking for representation for UKRI	AR- to be kept as a rolling action
4.3	Website – mock up demo of Wix <ul style="list-style-type: none"> • AR demonstrated the test site with home page, enhancement group page, events etc. Committee impressed with AR's work so far and the features look appealing and a definite improvement on the existing website and gave the go ahead to progress further with this. 	AR: continue with build and meet with SA.

	<ul style="list-style-type: none"> Discussed accessible features are present as well as mobile functionality, payments, membership etc. May need to have a trial subscription to get to other features. AR thought it would take time to get it fully functional and would require testing before launch, so a longer term project. 	
5.	Liaison activity	
5.1	JISC Content Expert Group (CES) – Last meeting was 21 st March but no minutes as yet. 26 th June is next meeting	
5.2	Research Councils – now vacant	
5.3	FE – Vacant	
6.	Reports on enhancement groups No reports taken at this meeting	
6.1	BSOL – Vacant Chair	
6.2	HIS/CIS – Vacant Chair	
6.3	EBSCO – Kath Halfpenny	
6.4	Ovid – Delyth Morris	
6.5	Proquest – Wendy Mears	
6.6	Scopus – Elizabeth McHugh	
6.7	Web of Science – Karen Ball (dstl)	Now vacant, but Clarivate have taken over group - website needs updating to reflect this.
7.	Treasurer’s Update	
	Current account stands at £53,247.89 81 members currently. Membership is down but hopefully event and new website will boost numbers again	
9.	Mailing lists	
	Verbal update that the lists are running with no issues and membership remains broadly static around 300 members on the mailing list.	MW to remove KB from committee list & advisors list.
10.	Date and place of next meeting:	

	AR, EM, NT to hold a meeting regarding speakers for pre-event. July for next full committee meeting	AR: to send Doodle poll with possible dates
11.	A.O.B.	
	None this time	