

ShERIF User Group Committee Meeting: 7th Dec. 2016

Location: Sydney Jones Library: Liverpool

In Attendance: Cath Broadley, Jane Cooke, Yvonne Cotton, Adam Edwards (Treasurer), Klara Finnimore – by Skype, Elizabeth McHugh (Chair), Elaine Mulholland (Vice-Chair), Nicola Tricker

	Notes:
1.	Apologies for absence Fiona Bowtell, Michelle Walker Julie has reluctantly stepped down from the committee. Julie has requested to be removed from mailing list and her details have been removed from the website. Julie will continue to be on advisors lists. Julie is currently on Eduserve.
2.	Arrivals and departures – to include Enhancement Groups: No arrivals to the committee. No departures from enhancement groups (although Julie Hamley may leave Eduserv) At the AGM we review enhancement group membership and the JIBS Klara is currently reviewing her membership of the scopus enhancement group Cath to discuss with Klara. Adam will email the Research Council to see if there is any interest in joining the committee Elaine to contact Coleric to see if there is any further interest in joining the committee, Nicola will contact their partnerships librarian to ask the same question We will review the constitution regarding representing FE colleges Yvonne to go through the documents to ensure that the JIBs information is removed
3.	Minutes of the last ordinary meeting Accepted as a true record and passed
4.	Matters arising EMcH to liaise with Anna Vernon
5.	Reports on liaison activity
5.1	JISC Collections Content Strategy Group (EIRWG) – Elizabeth McHugh: The meeting minutes were discussed. Including Elsevier, RSC and Taylor and Francis.
5.2	EDINA – Elaine Mulholland: No meetings currently. They are recruiting to the directorship, when this role is filled then new developments can be taken forward. There will be an announcement before end of the year. Discussions are in process with JISC around Digimap.
5.3	Eduserv – Nicola Tricker
5.4	Research Councils: Position vacant, we discussed potential ways to attract new committee member.
5.5	FE: Position vacant, we discussed potential ways to attract new committee member.
6.	Reports on enhancement groups
6.1	BSOL – Fiona Bowtell No update currently
6.2	IHS – Emma.Delaney@uwe.ac.uk Emma is in the process of arranging a meeting.
6.3	EBSCO – Sarah Thompson and Robbins, Sarah < S.J.Robbins@ljmu.ac.uk > (new secretary): EBSCO Folio (new Open Source LMS) was discussed. Usage Consolidation was discussed. Enhancement requests – were also discussed
6.4	Ovid – Mark Clowes / Luke Collert: The OVID enhancement group meeting was discussed.

	The discussion of this content through EBSCO as opposed to directly available through their own platform. The discussion focused on the advantages of having content available through EBSCO creating time to spend time on other activities. Performance issues were also discussed due to the limited infrastructure.
6.5	<p>Proquest – Adam Edwards: Amanda Lawrence (USA representative attended the meeting) New RefWorks has been released 2016, issues around the performance of the system compared to the legacy system were shared at the meeting. January 2017 is the target date for the new system to match the legacy system. The legacy system will be shut down in January 2018. Refworks user group meeting in February 2017. Refworks user group will report to the ShERIF Proquest group.</p>
6.6	<p>Scopus – Sarah Taylor / Klara Finnimore: Meeting will hopefully be organised. New representative required.</p>
6.7	<p>Web of Science – Michelle Walker: No meeting has taken place.</p>
7.	Marketing and website:
8.	<p>JIBS Prize: The JIBS prize is being geographically expanded to include Scotland and Ireland. The aim is to connect with more schools across the sector. However, it will be suspended for this year. We discussed different models of awarding the prize and the relaxation of criteria. The decision was made to only approach the library schools for 2018. We will reconsider at a later date in 2019 other types of awards and who can be invited. Action EM</p>
9.	<p>Event Planning – February 2017 event: The event is planned and is up to date. A title needs to be decided. Elizabeth McHugh will send out the email in the new year – once a title is determined. Adam needs to send Yvonne an up to date of membership. Yvonne will create a form on google docs. Timing has been agreed. Can we get the train tickets and accommodation booked for the February event. Action EMcH</p>
10	<p>Re-Branding: A number of actions and activities were identified as being completed or underway: YC has updated the ShERIF pages, let YC know about any issues errors spotted on the page. AE has redone a letter for members, including a footer containing ShERIF in the invoices. Enhancement groups need to have a ShERIF added. Some activities need to be started including: The constitution document to reflect new practices. EMch has suggested we email the normal email channels to publicise the name change. AE suggested ToR should be discussed with suppliers once we have created them. ToR, checklists as appendices to the Constitution In January 2017 Improve the email content – and ensure there is feedback about the enhancement group. Actions: All feedback to EM regarding CILIP article AE, EM and EMcH to work on the Constitution (January 2017) EMcH to contact Anne Rossiter regarding advice on changes to our organisation (January 2017) EMcH to contact other organisations and get information that we can use on our</p>

	<p>website CB to check email list for suppliers and remove YC will send out the new google docs to all committee and administrator support, to remove working group page, add new links for other organisations,</p>
11.	<p>Treasurer's Update: The statement of accounts has gone to the financial. The balance of accounts – the balance is looking positive. The summer meeting it is not essential for all committee members to attend to help manage expenses.</p>
12	<p>Admin, finance, constitutional, roles, committee members, new name: AGM terms of office – Adam asked for clarification. EMcH suggested that she is happy with roles as they are.</p>
13	<p>Mailing List Up to date</p>
14	<p>AOB: Dates for next event were discussed – w/c 19th or 26th June, or w/c 10th July Potential ideas could be 'partnership'. The format of the day is also something that could be changed. Setting the scene with Sconul/ JISC/ speaker Break out groups – feedback on flipcharts We discussed if we should have publishers present EMcH to establish dates for event with JISC CB shared being a beta partner for Capita 'bento box' testing</p>
15	<p>Date and place of next meeting: Monday 6th March at KCL, Chancery Lane</p>