

## sherif User Group Committee Meeting Minutes

**Date:** 7 June 2024

**In Attendance:**

Adam Robinson [AR] – Chair, Sue Abbott [SA], Jane Cooke [JC] – Treasurer, Sarah Mann [SM] – Secretary, Elaine Mulholland [EM], Arwen Torbin [AT], Nicola Tricker [NT], Michelle Walker [MW]

		Action points
<b>1</b>	<b>Welcome and apologies</b>	
	AR welcomed attendees to the meeting. There were no apologies.	
<b>2</b>	<b>Arrivals and departures including enhancement groups</b>	
	There was nothing to report here.	
<b>3</b>	<b>Summer event update / Minutes of the last meeting</b>	
	<p>AR summarized the current position on planning the summer event:</p> <ul style="list-style-type: none"> <li>• Thomas Shaw at King’s College London is keen to be involved. EM and NT met with Tom and discussed the pencilled-in date at the end of June. However, the date will need to be pushed back because we have not been able to line up other speakers for that original date.</li> <li>• For CILIP, Yvonne Morris was unable to join a late-June event; Yvonne suggested Maja Maricevic as an alternative contact. EM has approached Maja; we have not yet had a response.</li> <li>• Gavin Phillips, SUPC: SUPC work means that Gavin won’t be able to join this event.</li> <li>• AR has reviewed the list of CILIP Green Library Partnership members and approached six or seven institutions from that list who are also sherif members. AR has had one response so far, but that institution had nothing specific to present on (AR’s contact will ask around though).</li> </ul> <p>To take this event planning forward, the following actions and approaches were agreed:</p> <ul style="list-style-type: none"> <li>• Reschedule to 9/10/11 July.</li> <li>• Check those possible dates with Tom Shaw.</li> <li>• AR to review list of GLP members for additional sherif members, with a view to approaching more institutions.</li> </ul>	<p>AR to contact Tom Shaw. AR to review GLP list for sherif members.</p>

	<ul style="list-style-type: none"> <li>EM to go back to Yvonne and Maja at CILIP to see whether these dates make it possible for either of them to join the event.</li> <li>EM to contact Leo Appleton (University of Sheffield and co-author of an article on academic libraries' role in climate action in the <i>New Review of Academic Librarianship</i>).</li> </ul> <p>Committee members will take forward their actions and report back on the Jiscmail committee mailing list.</p> <p>SM to check constitution and report back on whether the summer event is required.</p> <p>Committee leave:</p> <ul style="list-style-type: none"> <li>EM: from next week</li> <li>AT: 29 June to 6 July</li> </ul> <p>SA and JC suggested two possible changes or additions to the event format:</p> <ul style="list-style-type: none"> <li>to place the Q&amp;A sessions after each talk;</li> <li>to add in interactivity via Mentimeter for ideas and actions from attendees.</li> </ul>	<p>EM to contact CILIP staff (cc AR).</p> <p>EM to contact Leo Appleton (cc AR).</p> <p>SM</p>
<b>4</b>	<b>Website update</b>	
	<p>JC has successfully made the hosting payments to Wix.</p> <p>AR, SA and AT will meet to review the website for work to be done and investigate hiring a professional. If that is not possible, SA volunteered to take some leave to work on the website. SA has approached one possible contact and will follow up on that after the meeting.</p>	<p>SA AR AT</p> <p>SA</p>
<b>5</b>	<b>Early-career professional prize – UKSG update</b>	
	<p>AR and NT met Bev Acreman from UKSG and had a very positive conversation. Bev was very supportive of the sherif proposal to award a place at the annual UKSG conference to an early-career professional. In addition Bev offered ten places at the November conference, free to sherif. Further thought needs to be given to how this would be done, whether on selection criteria or on a first-come, first-served basis.</p> <p>Bev also suggested further ways to strengthen our links with UKSG:</p> <ul style="list-style-type: none"> <li>sherif could host a UKSG webinar</li> </ul>	<p>Committee</p>

	<ul style="list-style-type: none"> <li>sherif to be represented in the UKSG newsletters</li> </ul> <p>NT suggested that a potential webinar topic could be the work of sherif and our enhancement groups.</p> <p>For the spring and November conference places, we need to plan the processes further. NT suggested that a November conference place could be offered to runners-up in the early-career professional prize. AR suggested a committee meeting in August, once the summer event is completed.</p> <p>The newsletter could offer several opportunities, to promote the work of sherif and its enhancement groups; we could ask the enhancement group chairs to report on their work and to invite suggestions for enhancement group meeting agenda items. It would also be a good space in which to ask for suggestions of other suppliers for us to work with. When a new website is live the UKSG newsletter will be a good forum in which to draw attention to it. AR to reach out to current enhancement group chairs.</p>	AR
<b>6</b>	<b>sherif student prize</b>	
	No further update on this. Committee action to review website wording carried forward.	Committee
<b>7</b>	<b>Reports on liaison activity</b>	
	Nothing to report here.	
<b>8</b>	<b>Reports on enhancement groups</b>	
	<p>A ProQuest enhancement group meeting is scheduled for later in June.</p> <p>JC has been pursuing the action to set up a Sage enhancement group. MW will send suggestions for alternative Sage contacts to JC.</p> <p>AR has joined the Jisc content expert group representing sherif, and attended a meeting in early May. AR is investigating whether the minutes can be shared outside the group. The content expert group is looking at emerging technologies and in the May meeting focused on learning platforms.</p>	JC MW

	SM to contact enhancement group chairs to ask if there will be anything available for review by the committee at the next committee meeting.	SM
<b>9</b>	<b>Treasurer's update</b>	
	JC will send an update by email. AT reported that membership increased after the last sherif event, and is probably at more than 90 institutions now.	JC
<b>10</b>	<b>Mailing lists</b>	
	MW reported that activity on the mailing lists was at typical levels.	
<b>11</b>	<b>Date and place of next meeting</b>	
	The next committee meeting, to focus on the prizes and the website, will be in late August or very early September. Date to be arranged nearer the time.	SM
<b>12</b>	<b>AOB</b>	
	None this time.	