

## ShERIF User Group Committee Meeting: 6<sup>th</sup> March 2017

Location: Maughan Library

**In Attendance:** Fiona Bowtell (FB)(note taker), Cath Broadley (CB), Jane Cooke (JC) (via Skype), Yvonne Cotton (YC), Adam Edwards (AE)(Treasurer), Klara Finnimore (KF), Elizabeth McHugh(EMcH) (Chair), Elaine Mulholland (EM) , Nicola Tricker (NT), Michelle Walker (MW)

Joined by Anna Vernon at 2 pm for a short meeting.

	Notes:		ACTIO N
1.	<b>Apologies for absence</b> None	None	
2.	<b>Arrivals and departures - to include Enhancement Groups:</b>	<p>No arrivals or departures. John Taylor is to be accepted as a Research Council person. Works at Porton Down, won our prize a few years ago. Join at next meeting after the summer. AE to invite him once we know details of meeting.</p> <p>Michelle unsure about her position at Sunderland as regards group participation. Is ac liaison now. We could add a research librarian as we have spaces.</p>	<b>AE</b>
3.	<b>Minutes of the last ordinary meeting</b>	Agreed as a true record	
4.	<b>Matters arising</b>	<p>Point 2: SCOPUS: Klara's boss not keen for her to carry on. No meeting since 2015. Elsevier won't commit. Hopeless at setting dates. (Perhaps because they were doing the contract negotiation.)</p> <p>WOSec also not really planning. Linda Humphreys attends for us.</p> <p>Point 10: most rebrand work is done. EM has submitted a long article to CILIP Update for the May edition. EMcH had an action to contact Sconul. They have had a change of board, details here: <a href="https://www.sconul.ac.uk/page/executive-board">https://www.sconul.ac.uk/page/executive-board</a></p> <p>Noted that Mark Toole is now chair, we know him via Edina. EMcH to contact him</p>	

		regarding our rebranding. Everything else is on the agenda.	<b>EMcH</b>
<b>5.</b>	<b>Reports on liaison activity</b>		
5.1	<b>JISC Collections eResources Group (EIRWG)</b> – Elizabeth McHugh:	Agenda of Feb meeting but no minutes as yet. T & F discussed, and the rolling archive. No one is happy. Pearson’s eBook deal: still working on it. Only about 3 take ups though – as of February 2017. Wiley and T & F renewals could also be interesting but glad Elsevier is done. Looking at tweaking model license. Banding review: be aware that it’s coming. Could impact budgets. Suggestion it is delayed a little in current climate. Work to be done to look at costs in more details.	
5.2	<b>EDINA</b> – Elaine Mulholland –	No news. Have recruited but no names or meeting dates.	
5.3	<b>Eduserv</b> – Nicola Tricker	A meeting being set up.	
5.4	<b>Research Councils</b> – Position vacant	No report	
5.5	<b>FE:</b> Position vacant	EM to follow-up with COLRIC and to continue search for a possible FE person to join the committee	<b>EM</b>
<b>6.</b>	<b>Reports on enhancement groups</b>		
6.1	BSOL – Fiona Bowtell –	Have not met for a year. BSOL asked to leave it until spring 17 when asked last autumn. Personnel change for product support. Trying to get a meeting ahead of the renewal. No name given to us at the moment regarding this. Work with Jisc regarding the renewal detail.	
6.2	IHS – <a href="mailto:Emma.Delaney@uwe.ac.u">Emma.Delaney@uwe.ac.u</a>	Had a meeting but no minutes yet	

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6.3	EBSCO – Sarah Thompson and Robbins, Sarah < <a href="mailto:S.J.Robbins@ljmu.ac.uk">S.J.Robbins@ljmu.ac.uk</a> > (new secretary)	No meeting since November 2016. Folio: costs JC says: Pick + mix product. Supposed to interoperate between systems, but unless you can manage it in house, you would pay someone to do it. Badged as open but isn't really. Trying to compete with Ex Libris and Proquest. Cheaper to support than the others. Looking for early adopters. You need infrastructure. May work better in US than here? Named partners eg SirsiDynix, APIs still don't work. So not looking all that rosy.	
6.4	Ovid – Mark Clowes / Luke Collert:.	No meeting since last summer	
6.5	Proquest – Adam Edwards	Notes from November meeting available. AE now chairing as Catherine Robertson wishes to step down but trying to find someone permanent. 27 <sup>th</sup> April meeting. Refworks user group on 7 <sup>th</sup> April. New Refworks, but slippage. Delayed to Xmas, so merge of all Refworks not happening in the time frame. New person taken it over. (Quick discussion of free tools) New Refworks integrates well with Summon, Middx early adopters. Flow didn't work though. Refworks user group: join it up with us. AE going to pick that up. Some people at Imperial starting that.	AE
6.6	Scopus – Sarah Taylor / Klara Finnimore:	Sarah Taylor can't get a date out of them. EMcH will pick this up. 2 years since a meeting. KF's boss not keen for her to carry on as she no longer works in research support. Discussion about a research support librarian on the group, WOSEC also relevant to that.	EMcH
6.7	Web of Science – Michelle Walker / Linda	MW has changed jobs and does not think she will be able to carry on, especially as expenses are not paid. Linda attends the	

	Humphreys	morning session. We really need a research librarian for this. Michelle will speak to Linda and see if she can do the whole day.	MW
7.	Sherif Prize	<p>MW will pick this up. EM will continue. Need to get the info out soon. Some marketing needed for this as take up has been small. Do some news items and tweet. UKSG news, Cilip news, Info Scotland. Do library schools have a group? Bailer group. We tweaked our TORs (see website)</p> <p>What is the closing date? Maybe mid to end October? So can mark and then award at AGM. EMcH and NT will also mark.</p>	MW EM
7.	<b>Event Planning – June 2017 event: and Feb 2018</b>	<p>AGM event review</p> <p>We need to tighten up the booking process and email reminders. ACTION FB update the job list. Also a sign in sheet. Cancellations and places being taken up by others. We had a cancellation but asked if could send a replacement. They did, but then another name also didn't turn up and De Montfort say she hadn't booked. Person from Kent signed up and didn't show. We need to make sure we have a sign up sheet on the day. Just having name badges isn't good enough. There is a need for a checklist for the chair on the day: All the things the chair needs to say e.g. voluntary org and so limited funds for venues and catering. FB to create this.</p> <p>Actual event was well received. Room was stuffy. NHS don't provide lunch: would you prefer that as an option? Agreed to ask on next evaluation.</p> <p>Space worked well, even with lunch downstairs. Good to move around and lots of space. We need to add a line to booking form for accessibility needs. We would use venue again. Price was competitive. Really good feedback for the day though, EMcH thanked and congratulated everyone. Reminder e mail for everyone with a PDF</p>	<p>FB</p> <p>FB</p> <p>YC</p> <p>YC</p>

		<p>of delegate list and agenda. Add to check list for events.</p> <p><b>Next event 19<sup>th</sup> June. Partnerships.</b> Will be at JISC Brettenham House, Title for the day <b>“We want to break free”: unchaining the shackles of partnerships.</b></p> <p>10 for 10 30 until about 3 30. See who we get and then work out the timings.</p> <p>Discussion around the possibilities. Agreed:</p> <p>Morning: Sconul and a couple of lightening talks. Groups discussion on issues. Afternoon: Jisc and Eduserv then lightning talks. Group discussions on solutions. Feedback: 3 key points. Flip charts on walls so can write on them? If any publishers, agreed they would have their own group to discuss from their angle.</p> <p>We won't need all of the committee, just enough to manage the day. We will need to facilitate the groups. Elizabeth, Adam, Nicola, Yvonne. Klara, Michelle, Cath could facilitate. Will decide nearer the time. (with back up in case of capacity sign up for facilitating the groups.)</p> <p>Helen Matthews , Transnational Library Liaison manager. Middx.</p> <p>An FE person? Ideas??</p> <p>Plymouth maybe do the FE angle? Nicola ask.</p> <p>Eduserv and Sconul: EMcH ask</p> <p>Jisc: we invited Anna Vernon.</p> <p><b>AGM and event Feb 2018</b></p> <p>Discussion on ideas from the event feedback: social media and marketing a possibility? More than just soc media, marketing more broadly. Jane can recommend someone at Sunderland. Using soc media to engage and get the library word out there. Mentioned our soc media strategy and Facebook live etc. What is the bigger picture, how do you improve NSS scores, pop ups at Plymouth. Is that too</p>	<p><b>FB</b></p> <p><b>AE</b></p> <p><b>ALL</b></p> <p><b>NT</b></p> <p><b>EMcH</b></p>
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	<p>big? Also care of seamless access, still people don't realise are using the library. Use of icons and getting the library name into stuff discussed. Being more fun: Cath. Be less intimidating, use soc media to help. Use Twitter for polling and voting. Come up with practical things. Use of E Resources rather than library as a whole. Promoting new stuff, liaison libs and who they talk to. Different experiences of policy with marketing: how much you can just do, branding, have to go via a dept and it takes weeks.</p> <p>Horizon scan of what else is going on for both events?? Slight caveat we are well in advance here.</p> <p>Ask a marketing professional? Cath has a marketing person who is not a librarian.</p> <p>Yvonne: PAS leaders?</p> <p>People, liaison libs</p> <p>Online experience: the tools, visibility of library presence</p> <p>Student experience</p> <p>Publishers: get their name on stuff but students don't know or care about that, but we need them to know they are using library paid content. Pubs want to generate sales.</p> <p>Someone at Perth Elizabeth knows. He is good at tools.....</p> <p>Matt Borg? He has spoken for us before. We think he is now at Proquest..... gone to dark side from Hallam.</p> <p>But what is main purpose of the day? Student engagement? Lining up with other services? Compliance with Open, REF submission? Raising visibility? Huddersfield did some work on this.</p> <p>Lack of take up of 4 year sandwich: students don't think it helps. Market that concept better?</p> <p>Decided to leave it there and pick up in</p>	<p><b>MW</b></p>
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		September	
9.	<b>Treasurer's Update:</b>	<p>Liverpool JM down as 3 year deal but then no trace of them.</p> <p>Current account: £264.94</p> <p>Reserve account: £25,383.17</p> <p>Total: £25,648.11</p> <p>Membership</p> <ul style="list-style-type: none"> <li>•102 members</li> <li>•24 yet to pa</li> </ul>	
10	<b>Joined by Anna Vernon, Jisc.</b>	<b>Discussion as below.</b> Thanked her for coming	
11	<b>Marketing and website:</b>	Thanks to YC for the new site. A suggestion from EM for a 'how to join' tab with details of our membership list there. YC to investigate	YC
12	<b>Changes to the constitution</b>	<p>AE did some work on the wording as regards membership: see Appendix at the end of the minutes. Items agreed at this years AGM should be incorporated now and put up on the web site. As we addressed ensuring membership all enhancement group members, the idea of the enhancement groups to actually report back to the AGM, even if that is by providing a written paragraph for inclusion. Point 35a.</p> <p>Amend point 40 to send the money to CILIP if UKiG no longer existed. EMcH draft something and share to the effect that CILIP use the money for something suitable if that happened.</p> <p>These points need ratifying at AGM 2018, which is the year for constitution review and ratification anyway. We note requirements for 2018 AGM and ratification.</p>	<p>AE/YC</p> <p>EMcH</p> <p>EMcH</p>

14	<b>Admin, finance, constitutional, roles, committee members.</b>	<p>AGM minutes agreed as true: v3 which JC produced. EMcH thanked JC for doing them. YC to add them to web as draft and to change last years to Final version.</p> <p>All our paperwork on Google site needs updating and reviewing for Sherif and up to dateness. FB volunteered to do that.</p>	<p><b>YC</b></p> <p><b>FB</b></p>
	<b>Mailing List</b>	CB will send figures.	<b>CB</b>
	<b>AOB:</b>	EMcH and NT on Jisc eArchives group project.	
	<b>Next meeting:</b>	<p>Next meeting: everything by email for the June event.</p> <p>Maybe 2<sup>nd</sup> week in September. Doodle poll needed. Middx or Manchester.</p>	<b>EMcH</b>