

## MINUTES

of a meeting of the Executive Board held at the  
SCONUL Office, 102 Euston Street, London NW1 2HA  
on Tuesday 17 February 2009 at 10.30

*Present* Jane Core (Chair) (except for items 1.13-1.20, 6 and 8), Toby Bainton, Anne Bell, Christine Fyfe, Alun Jenkins, John Lancaster, Julia Munro

*Apologies* Michael Breaks, Elizabeth Chapman, Maxine Melling, Fiona Parsons, Christine Sexton (UCISA) and Chris West

*In attendance* Philip Cohen (CONUL), Joanna Newman (The British Library) (except for items 1.1-1.3, 1.13-1.20, 6 and 8)



## Strategic matters

### 1 Strategic issues

#### Collaborative strategic initiatives and developments

#### JISC

#### *Noted*

- 1.1 An oral report from Anne Bell on the 'Libraries of the Future' programme, summarised as follows: The overall aims of the programme are to identify current and future trends likely to have an impact on higher education libraries in the UK and Ireland; to develop a vision for their future development; and to provide advocacy towards any emerging agenda for such libraries (which may involve direct discussions with government departments). The programme is governed by a small management board, with a member from each partner organisation, under a wider steering group chaired by Alison Allden (University of Bristol). The consultant's plan for the programme, in preparation, was due to be approved in the early spring.
- 1.2 A report by Anne Bell of a meeting held on 29 January with a view to an Associate Partnership between SCONUL and JISC, attended by Toby Bainton and Anne Bell with Sarah Porter and Robert Haymon-Collins (JISC) [Doc. 09/17](#)
- 1.3 An oral report from Anne Bell on the meeting of the UK Access Management

Federation on 3 December 2008, indicating that the Federation, in operation since 2006, had had difficulties in 2008 on account of a lack of preparedness on the part of the higher education institutions, and that in the light of feedback JISC had extended their support service to 2010, reviving the Access Management Federation Board under a new chair

1.3.1 *Agreed* that the Chair and Secretary should consult Chris West about the possibility of a joint SCONUL/JISC initiative to revive the HAERVI2 project (to facilitate access by visitors from within the higher education community to each others' libraries and resources)

1.4 An oral report from the Secretary on JISC's 'Strategic Partners consultation', 4 February, indicating that JISC's conclusions from the meeting were to include in their priorities (1) help to higher education institutions with their research processes, including processes for securing funding (2) help with information for management purposes (e.g. usage patterns from Virtual Learning Environments) (3) help to establish a profession of data managers

## HEFCE

### *Considered*

1.5 A report from Anne Bell on proposed actions resulting from the award to SCONUL from HEFCE of funding for a feasibility study in relation to Library Management Systems  
Doc. 09/18

1.5.1 *Noted* the value of the involvement of JISC, through the participation of Ian Dolphin; the likelihood of an early survey of library directors in order to gauge attitudes to the concept of a shared service; and the completion by Ken Chad of a 'beta-test' model of a wiki to support the work of the contractor for the feasibility study

1.6 A paper from the Secretary outlining proposals for SCONUL's role in the UK Research Reserve project Doc.09/15

1.6.1 *Agreed* the proposals in the paper, on the assumption that the Chair of SCONUL would chair the panel, and subject to a change in the proposed name of the Panel to 'SCONUL Mediation Panel'

## Leadership Foundation

1.7 *Noted* a tabled report from Suzanne Enright on the forthcoming cohort of the Future Leaders course

### *Agreed*

1.7.1 That the Secretary should publicise the 2010 course repeatedly, starting in April 2009

- 1.7.2 That the Secretary should propose to the steering group that the criteria for candidates should be hospitable to staff who have not yet reached deputy (or equivalent) level but who show real potential for leadership

### SCONUL's international agenda

*Noted*

- 1.8 A report by the Secretary on recent international developments Doc. 09/24
- 1.9 Progress on the planned SCONUL study tour to Scandinavia in 2009, including the recruitment of 19 people, and the deadline for firm bookings of 28 February, after which people might join either the Danish or Swedish half of the tour

### Internal SCONUL developments

#### Review of the Secretariat

- 1.10 *Considered* an oral report from the Chair, and a paper from the Vice-Chair, on the review of the Secretariat Doc. 09/14
- 1.10.1 *Agreed* that the review was now completed, subject to a few remaining outstanding matters (indicated in the Vice-Chair's paper) being addressed by the Vice-Chair and Secretary

### SCONUL's Learning and Teaching agenda

- 1.11 *Considered* an oral report on developments, including the meeting of the Task and Finish Group held on 22 January
- 1.11.1 *Noted* the strong start made at the recent meeting

### SCONUL Top concerns survey

- 1.12 *Considered and approved* Chris West's proposals for the survey in 2009

### Working Groups [*this item was taken early, Anne Bell Acting Chair*]

- 1.13 *Approved* a revised action plan from the Working Group on Information Literacy Doc. 09/22

*Approved* annual reports from the following Working Groups

- 1.14 Working Group on Performance Improvement Doc.09/08
- 1.14.1 *Agreed* that the Group should be asked to consider a review of the SCONUL statistical set and in particular to improve the treatment of e-resources
- 1.15 Working Group on Quality Assurance Doc. 09/09

- 1.16 Working Group on Space Planning Doc. 09/10
- 1.17 Joint CILIP/SCONUL Health Strategy Group Doc. 09/11
  - 1.17.1 *Agreed* that John Lancaster would suggest prestigious people who might be able to help the Group
- 1.18 RLUK/SCONUL Joint Scholarly Communications Group Doc. 09/12
- 1.19 RLUK/SCONUL Joint Task Force on e-Research Doc.09/13
- 1.20 SCONUL Access Steering Group Doc. 09/23
  - 1.20.1 *Agreed* that the Secretary would investigate further the position of the University of Wales

### **Strategic Planning Meeting, 22-23 July 2009**

- 1.21 *Noted* that a booking has been made for the next Strategic Planning Meeting to be held at the Dunchurch Park Hotel and Conference Centre near Rugby, 22-23 July
  - 1.21.1 *Agreed* that the Secretary would invite Chairs of Groups, and that Anne Bell would invite Derek Law (consultant, 'Libraries of the Future')



## **Company matters**

### **2 Executive Board**

*Noted*

- 2.1 An oral report from the Chair regarding membership of the Board, indicating that a SCONUL Representative would shortly be approached with a view to co-option in order to fill the vacancy arising from Biddy Fisher's resignation
- 2.2 That Anne Poulson had resigned as Executive Director of Research Libraries UK, 28 February

### **3 Secretariat offices**

*Considered* a paper from the Secretary providing an options review Doc. 09/19

*Agreed*, subject to the conditions below, that SCONUL should take out a new lease on the premises in Euston Street, to include the adjacent space on the same floor, at a cost of

£22/square feet, and remodel and refurbish the whole: this decision to be conditional upon an examination of more than one price for the refurbishment work, and consideration of design and cost options, to the satisfaction of the Treasurer, the Secretary, and John Lancaster

## 4 Secretariat and communications

### *Considered*

- 4.1 A report from the Secretary regarding the re-procurement of the contract for public relations and communications Doc. 09/16
  - 4.1.1 *Agreed* that the Secretary should invite members to be in touch with Linstock Communications whenever they are approached by the media
- 4.2 An oral report from John Lancaster on the SCONUL website, indicating the possibility that, instead of an entirely new site, the existing content could be re-used, re-structured, provided with better navigation and an improved search engine
  - 4.2.1 *Agreed* John Lancaster's proposals; that the remodelled or new website should be easily maintained; and that the membership should be kept informed of developments

## 5 Financial report

### *Noted*

- 5.1 The draft audited accounts for 2008 (tabled), which would be considered at the next meeting
- 5.2 That when the Annual General meeting in 2005 approved the Board's recommendations for membership subscriptions, special arrangements were made for members in the Republic of Ireland, to whom JISC bandings did not apply. During the past year (2008) JISC had assigned bands to Irish universities.
  - 5.2.1 *Agreed* that before the next Board meeting the potential effect on Irish members of their new JISC bands should be calculated, so that before the next Annual General Meeting they could be asked if a change from 1 January 2010 would be manageable for them

## 6 Company matters [*this item was taken early, Anne Bell Acting Chair*]

### *Noted*

- 6.1 A paper from the Secretary on activities, developments and appointments Doc. 09/03
  - 6.1.1 *Agreed* with regard to proposed appointments that the Secretary should issue a general invitation to SCONUL members for someone to represent SCONUL on Lifelong Learning UK's Constituency Panel; that the Chair of Research Libraries UK should be invited to nominate a Chair for the Joint RLUK/SCONUL Scholarly Communications Group to succeed Michael Breaks; and that the nomination of Elizabeth Newbold (British Library) to the CILIP/SCONUL Heath Strategy Group be approved

- 6.2 That the Royal College of Nursing Institute was no longer a higher education institution funded by HEFCE so had resigned from SCONUL on the basis that it was no longer eligible for membership, but that the Secretary would keep the position of RCNI under review

## 7 Membership of SCONUL

*Noted*

- 7.1 That John Robinson had been appointed Director of Information Services and Learning Support, School of Oriental and African Studies, from 1 March
- 7.2 That Jane Bramwell, Library Collections Manager, Tate, had been appointed SCONUL Representative, in place of Kate Sloss who had been promoted to Head of Collection Care
- 7.3 That Martin Scarrott had been appointed Acting Director of Information Services & Systems and SCONUL Representative, St Mary's University College, Twickenham, from December 2008
- 7.4 That John Hall would retire from the post of University Librarian, Durham University, in the summer of 2009
- 7.5 That Anne Jarvis (née Murray) had been appointed University Librarian, Cambridge University from 1 April
- 7.6 That Ian Bonar would retire from the post of University Librarian, University of Portsmouth, on 31 August
- 7.7 That Carole Munro had resigned from the post of Director of Knowledge and Information Services, Robert Gordon University, on 23 January
- 7.8 That Joanna Newman had been appointed Head of Higher Education, The British Library, from 29 January



## Conferences, etc.

## 8 Meetings and conferences

*Noted*

- 8.1 An oral report on the one-day conference held at the British Library Conference Centre on 16 December 2008

8.2 Progress on the annual residential conference to be held in Bournemouth 10-12 June 2009 Doc. 09/25

8.3 *Considered* the appointment of a task force to consider the format of conferences from 2010

8.3.1 *Agreed* that the Chair and Vice-Chair would approach those who had expressed willingness to stand for election to the Board in June

9 **Minutes** [*this item was taken early, Anne Bell Acting Chair*]

*Approved* the Minutes of the meeting of the Executive Board held on 2 December 2008 Doc 08/83 (previously circulated), subject to one amendment, namely to make explicit the Board's approval on 2 December of a request from the Working Group on Performance Improvement for a budget of £2500 for support of the LibQUAL+ programme (this request formed part of the Group's action plan which was tabled and approved at the meeting)

10 **Dates of forthcoming meetings**

*Noted* that future meetings of the Executive Board will be held at 10.30 on

Tuesday 21 April 2009

Wednesday 1 July 2009

Tuesday 6 October 2009

Tuesday 8 December 2009

Tuesday 16 February 2010

Tuesday 20 April 2010 (Easter 2 and 5 April)

Tuesday 6 July 2010

SCONUL AGM and conference, Bournemouth, 10-12 June 2009

Strategic Planning Meeting, Dunchurch Park Hotel and Conference Centre, 22-23 July 2009

SCONUL autumn conference, British Library Conference Centre, 17 November 2009