EDINBURGH UNIVERSITY MAIN LIBRARY COMMITTEE

There will be a meeting of the Committee on Wednesday 11th December 2013, at 3pm, in Room 1.07, Main Library.

Papers will be lodged on the Library Committee webpage at [http://www.libcttee.isg.ed.ac.uk](http://www.libcttee.isg.ed.ac.uk) on Wednesday 4th December 2013.

John Scally – Director of Library and University Collections

**Agenda**

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**For Discussion**

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Information Services

Edinburgh University Main Library Committee

Wednesday 11th December 2013

Proposal for collaboration between the University of Edinburgh Library and National Library of Scotland on print Official Publications

Brief description of the paper

This paper outlines a proposal to collaborate with the National Library of Scotland (NLS) in the provision of a unified, optimised, and accessible collection of Official Publications within the city of Edinburgh. It provides details on the background to the current arrangement of the Official Publications in the University of Edinburgh Library (EUL); the challenges facing our users with this collection; the implications of no action; and a proposal for a solution, resulting in an improvement in access to Official Publications for the University and wider community.

Action requested

The Library is seeking support for the proposal from the Committee, in order to improve the collections access arrangements for our users.

Resource implications

Does the paper have resource implications? Yes, funding is available from an internal Library operational projects budget.

Risk Assessment

Does the paper include a risk analysis? No, but outlines opportunities for pause or break in the process as part of a proposed memorandum of understanding.

Equality and Diversity

Has due consideration been given to the equality impact of this proposal?

Yes. There is no equality impact as a result of this proposal.

Originator of the paper

Laura Macpherson, Acting Head of Collections Development and Management, IS

Freedom of information

Can this paper be included in open business? Yes
Proposal for collaboration between the University of Edinburgh Library and National Library of Scotland on print Official Publications
Laura Macpherson, Acting Head of Collections Development and Management

Summary
This paper outlines a proposal to collaborate with the National Library of Scotland (NLS) in the provision of a unified, optimised, and accessible collection of Official Publications within the city of Edinburgh. It provides details on the background to the current arrangement of the Official Publications in the University of Edinburgh Library (EUL); the challenges facing our users with this collection; the implications of no action; and a proposal for a solution, resulting in an improvement in access to Official Publications for the University and wider community.

Background
The Library has a historically established collection of print official publications covering a range of countries and types of material, from Parliamentary Papers to United Nations working papers (see Appendix 1 – overview of print Official Publications at Edinburgh). The collection being discussed has been located in the Library Annexe since 2006, when the Main Library reference collections were assessed and prioritised for retention within the central area. The Official Publications have an out-of-date card catalogue, very few online catalogue records, and are therefore largely not discoverable to users.

Over the last decade or more, the emergence of electronic material as the dominant format has changed the focus for Official Publications. Not only does the University of Edinburgh Library have a range of electronic subscriptions that provide online access to Official Publications (see Appendix 2 – Overview of electronic subscriptions to Official Publications at Edinburgh), there are also a number of prominent Official Publications made available freely by the publishing organisation – for example, the United Nations (http://ods.un.org/). It may be anticipated that over the coming years, more and more Official organisations will take this step, following the lead of the European Parliament (http://europa.eu/publications/official-documents/) the UK Parliament (http://www.parliament.uk/business/publications/) and the Canadian Government (http://publications.gc.ca/site/eng/home.html) to name a few.

As a result, there has been a corresponding decrease in demand for print Official Publications across the academic library sector and similarly at Edinburgh (we average 4-5 requests for material from the Library Annexe per year, and the equivalent number of enquiries to the Library Liaison team). This has meant the prioritisation of expertise within the University Library for Official Publications has diminished. Staff who had historically developed expertise in managing this collection have long-since retired, and there is no replicable subject expertise available to appropriately support this niche print collection. For our users, this means there may be material we hold that is relevant but undiscoverable to them.

Additional to this, the Official Publications take up c.8% of the shelf space in the Library Annexe – c.2,500 linear metres. This space could be better utilised. The Library faces new challenges in managing space due to recent institutional mergers, new print acquisitions (particularly rare and
unique collections, such as the Thomas Nelson Publisher Collection) and to upcoming, high priority Estates projects. Some of these projects have been brought forward by a number of years and have the implication of demand for space outstripping capacity by summer 2014.

In summary, should no action be taken:

- The collection is only accessible through the out of date card catalogue, or where users have existing knowledge;
- Our community will have little support for the use of print Official Publications within the University;
- The Library will be unable to absorb any more growth in the physical collections within the next three to five years.

Options for improvement

Option 1 – Cataloguing full collection [deemed unfeasible]

The University of Edinburgh Library’s Collections Group have considered the feasibility of undertaking the task of making the full print Official Publications collection available on our online catalogue. The Group concluded that to undertake a basic inventory of the collection would be costly – approximately £15,000 in staff/intern salary costs. To catalogue a collection of this size would be significantly more, at approximately £150-£200k (3-4 years FTE for a UE05 cataloguer).

Given the level of anticipated demand for this collection, availability in print locally, and availability in electronic format, this proposal was considered unfeasible – particularly in light of other higher priorities, namely the need to catalogue and digitise rare books and manuscripts held within the University Library, and to allow capacity for upcoming Estates Projects that require shelf space at the Library Annexe.

Option 2 – Collaboration with National Library of Scotland [preferred option]

A visit by National Library of Scotland Official Publications colleagues to the Library Annexe in 2012 indicated high levels of duplication between the University’s official publications print holdings and electronic equivalents, and the print holdings at NLS. This suggested the feasibility of collaboration between EUL and NLS.

The Official Publications collections in NLS (http://www.nls.uk/collections/official-publications) are well catalogued, serviced by experienced staff, and accessible to all in Scotland. By transferring some print holdings to NLS to fill gaps in their collections, the two institutions could arrange and provide access to a complete collection of Official Publications in Edinburgh.

Such an arrangement would be supported by the University’s Library Collections Policy (http://www.ed.ac.uk/schools-departments/information-services/about/policies-and-regulations/operational-policies/collections), which states that:

(13) Access agreements with and proximity to other libraries will be factored into decisions on the acquisition and retention of specialist categories of material.
For example, an existing arrangement between NLS and EUL has allowed University Library users better access to expertise and a vast Map Collection, by using the Map Service at NLS’s Causewayside reading room; whilst being complemented with digital map collections at the University.

**Proposed solution**

The Library proposes collaboration with National Library of Scotland around print Official Publications (Option 2). This arrangement would achieve the intended outcome of providing a unified, optimised and accessible print Official Publications collection in Edinburgh, available to all University of Edinburgh Library users and supported by staff with experience in this area.

The arrangement would involve the University investing in the appointment of a temporary post to identify appropriate material for transfer to the National Library of Scotland, in order to fill gaps in their print official publications collection. The funding for this post is available through an existing operational projects budget.

**Process – phased approach**

This process would take a phased approach;

i. Starting with the largest quantities of material already known to be adequately accounted for in both electronic format at Edinburgh, and in print format at NLS (i.e. House of Commons Parliamentary Papers).

ii. The second phase would be addressing material currently being digitised and duplicated in print at NLS (i.e. House of Lords Parliamentary Papers).

iii. Further detail on other collections would be established to make appropriate transfer decisions.

**Committee support**

The Library is seeking support for this proposed collaboration from the University Library Committee at this December 2013 meeting.

Should support be established, the paper will also be presented to the College of Humanities and Social Sciences Library and Computing Committee in January, in order to inform the community most likely to be affected. Thereafter, steps would be taken to immediately recruit the necessary staff to undertake the tasks of this collaboration.

Library Committee will receive a report in May 2014, on progress with this collaborative work.
Appendix 1 – Overview of print Official Publications at Edinburgh

Library Annexe holdings (coverage not always known):

- House of Commons Parliamentary papers 1800s-2010
- Parliamentary debates Commons
- Hansard Parliamentary Debates up to 1910s?
- House of Commons, Bills, Accounts and Papers
- Public Petitions House of Commons
- House of Commons Sessional papers c.C18th
- Sessional Papers Reports & Commissions c.C19th
- Parliamentary Papers (Lords) Bills/Debates/Proceedings
- Weekly Hansard Lords
- Official Reports 5th Series Debates Lords, 1900s-2009
- Parliamentary debates (Hansard) Official report
- Cobbetts / Hansard Parliamentary Histories
- Statutory Instruments
- Statutes in force
- Public and General Acts
- Westminster Review
- British Almanac and Companion
- North British Review
- Scottish local government financial statistics / the Scottish Office
- House of Commons Debates Canada 1920s-
- House of Commons Canada Journal
- Senate of Canada Journal
- Canada Gazette
- Debates of the Senate of Canada
- Canadian Annual Review
- Commission Internationale De L’Eclairage
- Cyprus Gazette
- Annual Reports of India frontier Circle
- Various reports on Burma, Bombay, Punjab, Bengal, etc.
- Kemps Directory, British Foreign and Colonial
- India Office List
- North American Review
- Irish Parliamentary Debates
- Home Office Journals Welsh Reports
Appendix 2 – Overview of electronic subscriptions to Official Publications at Edinburgh

- US Office of Public Health and Science Publications (database)
- UNESCO Documents and Publications (database): 1945-current
- Department of Health Publications and Statistics
- UN Law Collection: Yearbooks, Treaty Publications, Serials, International Court of Justice, International Trade Law, etc.
- UK Parliament, House of Commons Parliamentary Papers: 1688-current
- UK Parliament, House of Commons and Lords Parliamentary Papers, Bills, and Explanatory Notes: 2006-current
- UK Parliament, Command Papers, Public Bills, Committee Debates: 2006-current
- UK Parliament, House of Commons and Lords Daily Hansards: 2008-current
- UK Parliament, Church Measures: 1998-current
- Scottish Parliament, Papers, Bills, Explanatory Notes, Policy Memorandum to Bills, ... Business Bulletins, Official Reports...: 2007-current
- Northern Ireland Assembly, Papers, Bills, Explanatory and Financial Memorandum...: 2008-current
- Northern Ireland Assembly, Acts: 2000-current
- National Assembly for Wales, Acts: 2008-current
- National Assembly for Wales, Explanatory Notes to Acts: 2009-current
- Key non-Parliamentary Papers, e.g. Crofters Commission, Government Equalities Office, Ministry of Defence, etc: coverage variable
- US Supreme Court Library, Official Reports: coverage variable
- Organisation for Economic Co-operation and Development: coverage variable
- World Health Organization Library and Information Networks for knowledge Database (WHOLIS)
Moving the Special Collections publication date to pre-1900 from pre-1850

Brief description of the paper

The consultation paper presented to the 9th October 2013 Library Committee, and at the 30th October 2013 Humanities and Social Sciences Library and Computing Committee proposed a phased implementation of criteria which sets publication prior to 1900 as the eligible date for Special Collections transfer (from pre-1850). It outlined the case for the new date and suggested procedures for a phased move to the new date.

Feedback from the Committees and from other members of the community have been taken into consideration, and the summary of recommended approach has been amended accordingly (highlighted where applicable).

Action requested

The Committee are asked to support the new policy, for implementation in January 2014.

Resource implications

Yes, but this can be absorbed by the Main Library Collections Management and Special Collections teams.

Risk Assessment

Does the paper include a risk analysis? No

Equality and Diversity

Has due consideration been given to the equality impact of this paper? Yes

If ‘Yes’, please state. The paper has been screened to consider whether an Equality Impact Assessment is required. The screening concluded that this was not necessary.

Originator of the paper

Laura Macpherson, Acting Head of Collections Development and Management
Joe Marshall, Rare Books Librarian
Library and University Collections, Information Services

Freedom of information

Can this paper be included in open business? Yes
Proposal Paper

Moving the Special Collections publication date to pre-1900 from pre-1850

The Library Collections Group proposes a phased implementation of criteria which sets publication prior to 1900 as the eligible date for Special Collections transfer (from pre-1850).

The proposal paper outlines the case for the new date and suggests procedures for a phased move to the new date.

Summary of reasons for change

The current cut-off date of 1850 for transferring books from General Collections to Special Collections means that rare and fragile books published up to 163 years ago circulate around the library in the same way as modern textbooks. The books also occupy space in the browsable shelves which would be better filled by more modern materials. To transfer the 1850-1900 books into Special Collections would allow these books to be made accessible in the more appropriate reading conditions of Special Collections (Centre for Research Collections). It would also make the General Collections more intelligible and straightforward to navigate as a collection of modern books for general user needs.

Summary of recommended approach

A phased approach would commence with the Main Library and Library Annexe collections through the following process. **NB: Collections in the Site Libraries would not be considered at this time, except for new acquisitions.**

1. All new items, purchased or donated, published prior to 1900 would be added to Special Collections upon receipt;
2. Material pre-dating 1900 that has been loaned would be recatalogued into Special Collections upon return, **additional text:** material in **high demand or used for current teaching purposes** will be made available in an alternative format (e.g. reprint or digitised) prior to transfer to Special Collections;
3. Upon allocation of additional resourcing (perhaps in two years’ time), a **project team** will actively retrieve and transfer material published 1850-1900, in stages, a decade at a time (i.e. 1850-1859 ... 1890-1891).

It should be stressed that material in Special Collections is not borrowable, and would be accessed through the Centre for Research Collections, with curatorial support. This is in order to ensure the appropriate care of vulnerable items.
1. Background

At present, all material published prior to 1850 is added to the Library's Special Collections where it can be appropriately cared for and curated. In 2012, a report was produced from our online catalogue to identify the quantity of material within the General Collections which may be transferred to Special Collections with a pre-1850 publication date. At the same time, it was decided to review the amount of material that may be appropriate for Special Collections, should the transfer date be increased to publication prior to 1900.

Table 4 appended illustrates the quantity of items recorded in the online catalogue, with publication dates between pre-1850 and 1900 – only for the Main Library and Library Annexe.

Loans of pre-1900 published material have also been assessed for the period of the last five years (2008-2013). For book stock in the Main Library and Library Annexe only, 88% of the collection has not been borrowed in the last five years:

<table>
<thead>
<tr>
<th>No of times loaned in 5 years</th>
<th>No of items loaned this many time</th>
<th>% of overall Main Library pre-1900 collection</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>23,369</td>
<td>88</td>
</tr>
<tr>
<td>1</td>
<td>2,492</td>
<td>7</td>
</tr>
<tr>
<td>2</td>
<td>855</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>439</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>224</td>
<td>0.6</td>
</tr>
<tr>
<td>5</td>
<td>145</td>
<td>0.4</td>
</tr>
<tr>
<td>6</td>
<td>77</td>
<td>0.2</td>
</tr>
<tr>
<td>7</td>
<td>55</td>
<td>0.001</td>
</tr>
<tr>
<td></td>
<td>Up to</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>1</td>
<td>0.003</td>
</tr>
</tbody>
</table>

Table 1: Loans history for material published pre-1900

Indicative reports using Copac suggest of 36,765 items, 10,097 items (28%) may be unique to Edinburgh – see table 2 below. This confirms the importance of preserving these unique items for the distributed national research collection.

<table>
<thead>
<tr>
<th>No of items</th>
<th>No of other copies in Copac</th>
<th>% of overall Main Library pre-1900 collection</th>
</tr>
</thead>
<tbody>
<tr>
<td>10,097</td>
<td>0</td>
<td>28</td>
</tr>
<tr>
<td>2,630</td>
<td>1</td>
<td>7</td>
</tr>
<tr>
<td>1,833</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>1,366</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>1,085</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>941</td>
<td>5</td>
<td>2.6</td>
</tr>
<tr>
<td>812</td>
<td>6</td>
<td>2.2</td>
</tr>
<tr>
<td>651</td>
<td>7</td>
<td>1.8</td>
</tr>
<tr>
<td>550</td>
<td>8</td>
<td>1.5</td>
</tr>
<tr>
<td>507</td>
<td>9</td>
<td>1.4</td>
</tr>
<tr>
<td></td>
<td>Up to</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>36</td>
<td>0.003</td>
</tr>
</tbody>
</table>

Table 2: Items in the pre-1900 collection and comparator holdings found in Copac
2. Pre-1850 collections policy

At present, Special Collections routinely transfer material published pre-1850 into their care. The pre-1850 publication date has been the de facto standard for Special Collections material transfer for sixty years, based on the 100 year rule, i.e. since the date of publication. This has been followed by most Research and National libraries in the UK and US, though many institutions are reviewing the date.

There are pros and cons of moving the transfer date from pre-1850 to pre-1900:

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Forward planning for the preservation and care of increasingly vulnerable material.</td>
<td>• The collections will be on closed access, where they must be requested for consultation during CRC opening hours – they are not borrowable.</td>
</tr>
<tr>
<td>• Puts the University of Edinburgh in line with leading research Universities with responsible preservation policies (e.g. for the ongoing retention of print and e-journal access; for the care of fragile and rare research materials).</td>
<td>• Staff resources and space will be required to arrange the physical transfer of such material to Special Collections locations (both in the online catalogue, and within the strong rooms/store).</td>
</tr>
<tr>
<td>• Curatorial support for users of rare material, where previously users would be expected to cope in a self-service environment.</td>
<td>• Not all material dated pre-1900 is vulnerable, or valuable.</td>
</tr>
<tr>
<td>• Reduces the risk of future damage to materials, as items are stored in environmentally stable conditions; under supervision in the reading room; and where normal photocopying practice is restricted.</td>
<td></td>
</tr>
</tbody>
</table>
3. Categories of material

There are a number of ways an amendment to the Special Collections transfer date could be adopted. However, based on recent experience of large-scale collection moves and weeding exercises, the recommendation would be to phase the move to the new date in order to minimise disruption to users, to allow flexibility in the emergent policy, and to keep the enabling work manageable.

Five categories require consideration:

Category 1 - New additions to the collection (immediate action)
Any items added to the collections (either as donation, transfer, or ‘addition’ by being catalogued) with a publication date before 1900 should be incorporated into the Library Annexe Special Collections sequence, and accessed via the CRC reading room. This will apply to all IS Library Sites.

Category 2 – Loaned pre-1900 items (immediate action)
Anything loaned from the Annexe with a publication date before 1900 will be catalogued into Special Collections upon return. Similarly, anything loaned at the Main Library would be picked up by the book returns machines, and set aside for cataloguing into Special Collections upon return.

[Additional text:] Whilst transferring loaned material into a controlled access collection may appear counter-intuitive, the library return workflows will act as an identification tool for pre-1900 published material in a manageable way. Existing data on demand pre-1900 items will also be utilised to facilitate transfer of vulnerable material but only at the appropriate point: the library will seek to ensure that material in high demand or used for current teaching purposes will be made available in an alternative format (e.g. reprint or digitised) to ensure ongoing open-access. In some instances such as this, it may be appropriate to retain a duplicate copy of the item in the general collections, where a copy is already available in the Special Collections.

Category 3 – Remaining open access pre-1850 material (immediate action)
The Main Library de-duplication project continues to identify material published prior to 1850 that is eligible for transfer into Special Collections. By the end of the project, it would be expected that most, if not all, items published pre-1850 will be transferred.

Category 4 - 1850-1900 material (funding required for a project)
If the policy to adopt publication prior to 1900 as the criteria for transfer into Special Collection is accepted and deemed practical, we propose phasing the transfer of the remaining materials, based on a ten year publication date range as part of a funded project, and for this reason would not start immediately.

Category 5 – Journals
A large proportion of the Library’s print journal collections are now in the Library Annexe and is therefore physically less-vulnerable than the open access monograph collection.
4. **Space implications**

It is likely that the pre-1850 material is robust enough to be accommodated within the Special Collections sequence at the Library Annexe. A sequence of 145lm could be readily accommodated within available capacity.

Material dated post-1850 to pre-1900 is vaster in quantity, therefore greater planning would be required to accommodate this collection. However, as the Main Library’s General Collections are reset and low-usage duplicate copies are withdrawn, there is a freeing up of capacity in other parts of the Library, where it may be appropriate to store material of this type.

5. **Recommendation**

The Library Collections Group have approved this proposal, in principle. The Group has representation from the Centre for Research Collections, General Collections, and Liaison/Consultancy.

The proposal will be discussed through the following channels:

- College Library Committees (CHSS, CMVM, CSE)
- University Library Committee
- Knowledge Strategy Committee
- University Court.

Laura Macpherson, Acting Head of Collections Development and Management

Joe Marshall, Rare Books Librarian

Library and University Collections, Information Services

*November 2013 (version 2 – updated to include additional recommendations for approach)*
Appendix - Items published pre-1900 in the Main Library and Library Annexe General Collections

<table>
<thead>
<tr>
<th>Items</th>
<th>Pre-1850</th>
<th>Linear metres</th>
<th>1850-1860</th>
<th>1861-1870</th>
<th>1871-1880</th>
<th>1881-1890</th>
<th>1891-1900</th>
<th>Total</th>
<th>Linear metres</th>
<th>TOTAL linear metres</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>5538</td>
<td>153.62</td>
<td>3040</td>
<td>4158</td>
<td>4866</td>
<td>7113</td>
<td>11019</td>
<td>30196</td>
<td>838.64 *</td>
<td>992.96</td>
</tr>
<tr>
<td>LRA-1</td>
<td>134</td>
<td>3.72</td>
<td>87</td>
<td>93</td>
<td>117</td>
<td>209</td>
<td>249</td>
<td>755</td>
<td>20.97</td>
<td>24.69</td>
</tr>
<tr>
<td>LRA-2</td>
<td>1262</td>
<td>35</td>
<td>661</td>
<td>1575</td>
<td>1189</td>
<td>1794</td>
<td>2199</td>
<td>7418</td>
<td>206</td>
<td>10.88</td>
</tr>
<tr>
<td>MAIN-GEN</td>
<td>137</td>
<td>3.8</td>
<td>40</td>
<td>39</td>
<td>14</td>
<td>74</td>
<td>88</td>
<td>255</td>
<td>7.08</td>
<td>167.6</td>
</tr>
<tr>
<td>MAIN-GEN2</td>
<td>928</td>
<td>25.7</td>
<td>516</td>
<td>565</td>
<td>835</td>
<td>1365</td>
<td>1828</td>
<td>5109</td>
<td>141.9</td>
<td>122.4</td>
</tr>
<tr>
<td>MAIN-GEN3</td>
<td>568</td>
<td>15.7</td>
<td>329</td>
<td>353</td>
<td>651</td>
<td>1055</td>
<td>1456</td>
<td>3844</td>
<td>106.7</td>
<td>0.36</td>
</tr>
<tr>
<td>MAIN-HUB-S</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>2</td>
<td>2</td>
<td>5</td>
<td>4</td>
<td>13</td>
<td>0.36</td>
<td>301.33</td>
</tr>
<tr>
<td>MAIN-LGGEN</td>
<td>1629</td>
<td>45.25</td>
<td>1062</td>
<td>1312</td>
<td>1267</td>
<td>1900</td>
<td>3678</td>
<td>9219</td>
<td>256.08</td>
<td>74.8</td>
</tr>
<tr>
<td>MAIN-LGREF</td>
<td>699</td>
<td>19.4</td>
<td>297</td>
<td>134</td>
<td>482</td>
<td>438</td>
<td>642</td>
<td>1993</td>
<td>55.4</td>
<td>1.76</td>
</tr>
<tr>
<td>MAIN-REF</td>
<td>58</td>
<td>1.6</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>6</td>
<td>0.16</td>
<td>8.2</td>
</tr>
<tr>
<td>MAIN-REF2</td>
<td>0</td>
<td>0.00</td>
<td>7</td>
<td>23</td>
<td>44</td>
<td>85</td>
<td>136</td>
<td>295</td>
<td>8.2</td>
<td>4.97</td>
</tr>
<tr>
<td>MAIN-REF3</td>
<td>0</td>
<td>0.00</td>
<td>4</td>
<td>6</td>
<td>19</td>
<td>13</td>
<td>137</td>
<td>179</td>
<td>4.97</td>
<td>0.08</td>
</tr>
<tr>
<td>MAIN-SHO</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>0.08</td>
<td>7.74</td>
</tr>
<tr>
<td>MAIN-SHO2</td>
<td>2</td>
<td>0.05</td>
<td>6</td>
<td>2</td>
<td>13</td>
<td>17</td>
<td>239</td>
<td>277</td>
<td>7.69</td>
<td>4.8</td>
</tr>
<tr>
<td>MAIN-SHO3</td>
<td>2</td>
<td>0.05</td>
<td>2</td>
<td>2</td>
<td>16</td>
<td>39</td>
<td>112</td>
<td>171</td>
<td>4.75</td>
<td>20.46</td>
</tr>
<tr>
<td>MAIN-STO1</td>
<td>119</td>
<td>3.3</td>
<td>29</td>
<td>52</td>
<td>216</td>
<td>115</td>
<td>206</td>
<td>618</td>
<td>17.16</td>
<td>1.14</td>
</tr>
<tr>
<td>MAIN-STO2</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>40</td>
<td>41</td>
<td>1.14</td>
<td></td>
</tr>
</tbody>
</table>

Table 4: illustrating no of items per pre-1900 date period, and equivalent linear meterage.

*NB: the meterage may be less due to duplication of existing collections; missing items; and other factors.
Edinburgh University Main Library Committee

Wednesday 11th December  2013

Extending Main Library Opening Hours

Brief description of the paper

This paper announces that the Main Library building will open at 07:30 on Sunday mornings throughout Semester commencing 12th January 2014. This paper also proposes a standard pattern of Main Library building opening hours for July and August, which will bring significantly longer Summer opening hours, and a standard pattern for September to June incorporating an 07:30 opening time on Sunday mornings. This is in response to library user feedback and EUSA representation, and the Library’s desire to extend and simplify the pattern of opening hours which is both generous in its extent and memorable in its simplicity.

Action requested

Library Committee approval

Resource implications

Does the paper have resource implications?

Yes

Risk Assessment

Does the paper include a risk analysis?

No

Equality and Diversity

Has due consideration been given to the equality impact of this paper?

If ‘Yes’, please state.

Yes: a full Equality Impact Assessment will be undertaken and published in advance of June 2014.

Originator of the paper

Barry Croucher, Head of Help Services, IS User Services Division

Freedom of information

Can this paper be included in open business?

Yes
Extending Main Library building opening hours

Part A of this paper announces that the Main Library building will open at 07:30 on Sunday mornings throughout Semester commencing 12th January 2014. Part B of this paper proposes a standard pattern of Main Library building opening hours for July and August, which will deliver significantly longer Summer opening hours, and a standard pattern for September to June incorporating an 07:30 opening time on Sunday mornings.

Part A

The Main Library building will open at 07:30 as standard, commencing Sunday 12th January 2014.

Following a review of Main Library opening hours and extended discussions with EUSA, Library management have decided to extend and simplify opening hours in the Main Library, such that Sunday morning opening in Semester should be 07:30am as standard, rather than the opening time varying as it currently does from 12:00 noon in Teaching blocks 1 and 3, to 09:00 in Teaching Blocks 2 and 4, and to 07:30 in revision and examination weeks.

Usage statistics of early Sunday morning opening proves there is demand for this change. Table 1. below, shows the number of people entering the Main Library on Sunday mornings from 10th March to 26th May 2013.

Table 1. Number of people entering the Main Library Sundays in 2013

<table>
<thead>
<tr>
<th>Sundays</th>
<th>07:30-09:00</th>
<th>09:00-10:00</th>
<th>Sundays</th>
<th>07:30-09:00</th>
<th>09:00-10:00</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 March</td>
<td>N/a</td>
<td>N/a</td>
<td>21 April</td>
<td>N/a</td>
<td>775</td>
</tr>
<tr>
<td>17 March</td>
<td>N/a</td>
<td>288</td>
<td>28 April</td>
<td>868</td>
<td>979</td>
</tr>
<tr>
<td>24 March</td>
<td>N/a</td>
<td>374</td>
<td>05 May</td>
<td>1017</td>
<td>642</td>
</tr>
<tr>
<td>31 March</td>
<td>N/a</td>
<td>154</td>
<td>12 May</td>
<td>636</td>
<td>512</td>
</tr>
<tr>
<td>07 April</td>
<td>N/a</td>
<td>231</td>
<td>19 May</td>
<td>N/a</td>
<td>538</td>
</tr>
<tr>
<td>14 April</td>
<td>N/a</td>
<td>330</td>
<td>26 May</td>
<td>N/a</td>
<td>N/a</td>
</tr>
</tbody>
</table>

Note: 10th March 2013 and 26th May 2013 Main Library opened at 12:00noon

IS will open the Main Library at 07:30 as standard commencing Sunday 12th January 2014.

Part B

It is proposed that the Main Library should have two patterns of opening hours covering 50 weeks of the year (excluding two weeks in the Winter vacation):

(a) July and August: Monday to Sunday open at 07:30, close at 00:00 midnight.
(b) September to June: Monday to Sunday open at 07:30, close at 02:30.

The effect of the changes is illustrated in the example given in Table 2. below.

Table 2. comparing Main Library opening hours over 6 weeks of Summer

<table>
<thead>
<tr>
<th>Day</th>
<th>Actual 22 June to 31 July 2013</th>
<th>Proposed 22 June to 31 July 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>08:30 to 20:00</td>
<td>07:30 to 00:00</td>
</tr>
<tr>
<td>Tuesday</td>
<td>08:30 to 20:00</td>
<td>07:30 to 00:00</td>
</tr>
<tr>
<td>Wednesday</td>
<td>08:30 to 20:00</td>
<td>07:30 to 00:00</td>
</tr>
<tr>
<td>Thursday</td>
<td>08:30 to 20:00</td>
<td>07:30 to 00:00</td>
</tr>
<tr>
<td>Friday</td>
<td>08:30 to 20:00</td>
<td>07:30 to 00:00</td>
</tr>
<tr>
<td>Saturday</td>
<td>10:00 to 17:00</td>
<td>07:30 to 00:00</td>
</tr>
<tr>
<td>Sunday</td>
<td>12:00 to 17:00</td>
<td>07:30 to 00:00</td>
</tr>
</tbody>
</table>
User demand for extended Summer opening

Library user feedback has identified Summer opening hours in Semester as being sub-optimal. Postgraduate Taught students working on dissertations in particular complain at being limited in their access to the Main Library after the Semester opening hours pattern ends in the third week of June. EUSA is known to support extended Summer opening hours for the Main Library and have worked closely with the Library management team to explore the issues.

Increase in opening hours

Compared with the current Main Library opening hours, the proposed two patterns of opening hours represents an increase of 629 hours. There would be 84 additional hours of opening in Semester (resulting from 07:30 Sunday morning opening as standard), and 545 additional hours in the Summer.

Reduction in number of changes to opening hours

Having two patterns of opening hours only provides for a clear and logical pattern of opening hours which is both generous in its extent and memorable in its simplicity. At present, Main Library opening hours change 12 times during the year. Communicating these changes to library users is difficult and time consuming for IS staff. Library users are left confused, and sometimes attend the Library expecting to gain access only to find that a change has occurred requiring them to wait for the Library to open.

Resource implications

Cost estimates for staffing based on current staffing arrangements and rates of pay are shown below:

IS Facilities staff: £17,093  
Estates & Building staff: nil  
Cleaning Services staff: nil

IS Facilities is to review its staffing model with a view to potentially reducing this cost.

It has not proven possible to date to analyse utility costs but these are expected to be minimal, partly because the heating/cooling of such a large building is not so sensitive as to be greatly affected by changing the opening/closing times in the Summer.

Library Committee is invited to consider the proposal and IS requests that approval is given.

Barry Croucher, Head of Help Services, IS User Services Division; 27/11/2013.
Brief description of the paper

This is a revised version of paper that went to HSS LAAC in October 2013.

Action requested

For discussion and information. Library Committee is invited to discuss how the Library could best engage with course organisers to promote Talis Aspire and encourage wide spread adoption of the system.

Resource implications

Does the paper have resource implications? Yes. Promotional activities may have resource implications.

Risk Assessment

Does the paper include a risk analysis? No

Equality and Diversity

Has due consideration been given to the equality impact of this paper? Yes.

If ‘Yes’, please state.

There are no apparent impacts that would be detrimental to equality legislation. In fact, using Talis Aspire facilitates compliance with the second point of the University’s Accessible and Inclusive Learning Policy; Reading lists shall indicate priority and/or relevance.

Originator of the paper

Angela Laurins, Library Learning Services Manager

Freedom of information

Can this paper be included in open business? Yes
About Talis Aspire

Talis Aspire is a new online resource list system that replaces the traditional reading list. Talis Aspire allows course organisers to create and publish resource lists which are then made available to students via a web interface or via a VLE. The system is currently used by approximately 60 HE institutions in the UK, including the University of Glasgow, UCL and the University of Manchester.

Course organisers build resource lists using bookmarks which link to items on the list. A variety of resources can be added to a list, such as, books, e-books, book chapters, journal articles and audio-visual material.

Course organisers assign priority to list items (Essential, Recommended or Further reading) and add notes for students on how to use resources. Statistical data on list usage is also available to course organisers.

Talis Aspire at the University of Edinburgh

The University of Edinburgh’s Talis Aspire service can be accessed from this URL: http://resourcelists.ed.ac.uk

A User Guide is available from the University website: http://www.ed.ac.uk/schools-departments/information-services/research-teaching-staff/resource-lists

Accessible and Inclusive Learning Policy

The University’s Accessible and Inclusive Learning Policy requires reading lists to be made available at least four weeks before the start of a course and to indicate priority and/or relevance. Resource Lists using Talis Aspire helps course organisers meet these requirements.

Accessible and Inclusive Learning Policy: http://www.docs.sasg.ed.ac.uk/AcademicServices/Policies/Accessible_and_Inclusive_Learning_Policy.pdf

VLE Integration

The Technology Enhanced Learning team is working with existing plugins (widely used in other institutions) to integrate Talis Aspire with the VLEs Learn (Blackboard), used by the majority of courses, and Moodle, the VLE used mainly, but not exclusively, by Online Distance Learners.

Further information

Course organisers are requested to contact the IS Helpline: is.helpine@ed.ac.uk to gain access to Talis Aspire.

Aim of offering Talis Aspire as a service

The aim of implementing Talis Aspire is to improve the student experience and to help ensure library collections meet course organisers’ requirements and student expectations.

Main benefits

- **Key resources become more accessible to students:** By linking directly to key resources students overcome the issue of having to understand the complicated discovery landscape of the library. Access to resources is seamless. Frustration is reduced and more time is spent reading rather than searching.

- **Academics can gather valuable data on resource list use:** An analytics dashboard shows the number of visits to a list and how many times links to individual resources have been clicked. Academics can monitor which items on the list are popular and which are under used, improving the currency of the list by updating it annually.
Edinburgh University Library Committee

- **Library has greater visibility of reading lists:** Existing Library visibility of reading lists is low and fragmented, meaning the Library is unaware of whether there is sufficient provision for demand.

- **Student and academic satisfaction with Library collections grows:** With improved visibility of items on resource lists the Library is able to make items available either by purchasing, placing in reserve or digitising content. Student satisfaction would be expected to increase, as indicated by surveys and feedback.

**Pilot Project**

During the pilot project promotion of the service has been carried out via Liaison staff and by a series of one to one sessions with course organisers.

There are 31 published lists for session 2013/2014. Although the number of lists is currently low, usage statistics suggest students are engaging with the available resource lists, which is extremely encouraging. For example, the resource list for British History 1- Second Essay Readings, with a class of 200 students, has been viewed over 2000 times with items on the list clicked 1349 times.

Talis Aspire is also being used very successfully by MVM for various Online Distance Learning courses. The majority of these lists have a large amount of student views and item clicks in relation to the number of students on the course. For example, the resource list for Introduction to Conservation Medicine, with 20 students has recorded 449 page views and 999 item clicks.

In addition, Talis Aspire has recently been adopted by a University of Edinburgh MOOC.

**Next steps**

There is potential for successful adoption of Talis Aspire across a variety of course types. However, while engaging individually with course organisers will enable us to gather valuable feedback and shape the service in response, it is not an effective long term strategy for rolling out the service across the University. The library now needs to take advantage of what has been learned in the pilot phase to work on a range of initiatives to encourage widespread adoption for Session 2014-15.

Library Committee are asked to suggest effective strategies the library could employ to secure widespread adoption of Talis Aspire as the de facto Resource List system?

The library now also has to look more closely at integrating Talis Aspire with library workflows, specifically in relation to managing list creation, course reserve and acquisitions and on any resulting impact on staff time or materials expenditure.

One of the main aims of implementing Talis Aspire is to facilitate access for students to key resources. By focusing on large first year courses, the library could connect with a large number of students at the start of the session when they are unfamiliar with the library and library resources.

Library Committee are asked for their views on this approach and for suggestions on suitable first year courses to adopt Talis Aspire in time for first semester 2014/15.
Edinburgh University Main Library Committee

Wednesday 11\textsuperscript{th} December 2013

Research Data Management Programme Update

Brief description of the paper

An update to the university’s Research Data Management programme coordinated by Library & University Collections.

Action requested

For information.

Resource implications

None.

Risk Assessment

N/A.

Equality and Diversity

Has due consideration been given to the equality impact of this paper?

Yes. A preliminary screening took place on 18\textsuperscript{th} November 2013 and concluded that a full Equality Impact Assessment is not required for this update. However further screenings will take place for the component parts of the RDM service as they are implemented.

Originator of the paper

Stuart Lewis, Library & University Collections

Freedom of information

Can this paper be included in open business? Yes
Edinburgh University Library Committee

Introduction

The Library & University Collections division of Information Services is coordinating a Research Data Management programme on behalf of the university. The programme consists of work that fall into the areas of Data Management Planning, Active Data Infrastructure, Data Stewardship, and Data Management Support.

This report gives an update on programme activities.

Staffing

Kerry Miller has been recruited as the Research Data Service Coordinator. Previously she worked as an Institutional Support Officer for the Digital Curation Centre (DCC) where she assisted other universities with research data management activities, with a specialism in research data management planning.

The role of service coordinator is to bring together the various elements of the service, provided by different groups within Information Services, into a coherent and easy to use RDM service. This will be achieved through a mix of project and programme planning, support provision, working closely with the academic led RDM steering group, and by putting in place suitable support structures.

An interview with Kerry for the IS BITS magazine can be found at the end of this paper.

Data Management Planning

The Digital Curation Centre has been re-developing their DMPOnline tool following extensive user feedback. The new version of the tool is designed to be easier to use, requires less input to write a plan, and enables local advice to be included.

We have been working with the DCC to develop University of Edinburgh specific advice that is tailored around the local infrastructure and the University’s research data management policy. It is hoped that the first draft of this will be available early in the new year.
Edinburgh University Library Committee

Active Data Infrastructure

Following a procurement exercise over the summer, 1.6 Petabytes (1,600 Terabytes, 1,600,000 Gigabytes) of new research data file storage has been purchased, delivered, installed, and commissioned. This will provide 0.5TB of active data storage for each researcher in the university. The intention is that this will remove the impediment of lack of central resilient secure and backed up storage from local researchers with average data storage requirements. Further storage can be purchased as required, funded by research grants or school / college funds.

Further details about the storage can be seen in the next issue if IS BITS magazine. A copy of the article is included later in this report.

Data Stewardship

The University’s open data publishing repository, DataShare, continues to grow, with new data sets being added. The functionality of the repository is also being upgraded, to include support for embargoes and remote deposit.

Datashare: [http://datashare.is.ed.ac.uk/](http://datashare.is.ed.ac.uk/)

The RDM team within Information Services has been collecting requirements for other systems that will be needed to provide a full data stewardship service. Alongside PURE and DataShare, it is anticipated that a data vault will be needed to store secure or important data privately, and a data asset register to showcase and describe the data created at the University.

Data Management Support

Support materials about data management are currently spread across many different areas of the University’s website. A new Research Data Management Programme website is being created to provide this in a centralised and easy to use fashion. A draft screen shot is shown later in this report.
Kerry Miller, originally from Falkirk, studied Genetics & Immunology at Aberdeen and went on to a postgraduate diploma in Library & Information studies at Strathclyde. She takes up a post as RDM Service Co-ordinator in December 2013.

What’s your background?
I’ve done research for various organisations, in industry and charity sectors - including what is now GSK, and Cancer Research UK as well as the MoD and the British Council. I then joined the Digital Curation Centre (DCC) in 2011, as an Institutional Support Officer. This involved working with HE institutions across the UK to help them improve their Research Data Management policy and practice, in response to RCUK and other similar requirements.

Tell us about the new position.
My new post, RDM Service Co-ordinator, is a newly-created post, aiming to bring together and co-ordinate all the different aspects of the research data management work that’s currently being done throughout the University: lots of infrastructure improvements, and new tools and support for researchers. There are things like Dataverse, which has been active for a while now, but which we’re promoting, so more researchers are aware of it and know how to use it. There are also a few more services that are in the design phase. You can read all about the RDM work that is going on via the RDM Blog: dsblog.ac.uk

What particularly excites you about the new role?
The work we do at the DCC is in many ways quite theoretical: we go out and talk to institutions about what they ought to be doing, what they need to do to meet requirements, and that sort of thing, but this new role will be going from talking the talk to walking the walk; I’ve got to actually do what I’ve been telling people at other institutions to do! It’s quite scary but also quite exciting, just to see whether or not I can actually turn that into a real successful service.

Where exactly will you be based?
I’m based within IS, within the Research Data Management team, at the lower ground floor at the Main Library. There is a huge number of people involved in the area, but the RDM team itself is small and there aren’t that many people full-time at the moment. RDM is part of a lot of people’s jobs – people like Stuart Lewis from the library side, Tony Wei in IT, Helen Riepe in the Data Library and John Bosali, but I’ll be one of the few people for whom it’s a full-time, dedicated role.

What do you enjoy doing outside work?
I watch a lot of films, and do a lot of cooking and baking. I’ve been doing a recipe a week from The Great British Bakeoff, with greater or lesser success. I often use my office colleagues as a waste disposal system!
Revised Research Data Management website
Edinburgh University Library Committee

Information Services

Edinburgh University Main Library Committee

Wednesday 11th December 2013

New and Featured Resources

Brief description of the paper

The paper highlights a selection of new and featured resources as described by Curators in Special Collections and Liaison Librarians in the three Colleges of potential interest to members of the Library Committee and their colleagues.

Action requested

For information and forwarding to relevant colleagues

Resource implications

Does the paper have resource implications? No

Risk Assessment

Does the paper include a risk analysis? No

Equality and Diversity

Has due consideration been given to the equality impact of this paper?

Yes. There is no equality impact as a result of this proposal.

Originator of the paper

Arnott Wilson - Head of Special Collections

Freedom of Information

Can this paper be included in open business? Yes
New and Featured Resources

The following paper illustrates the range, depth and diversity of new and otherwise featured resources now available for research and teaching use in all the main subject areas covered by the three Colleges. There is for example; an archive of original watercolours illustrating the works of an eminent twentieth century geneticist, documents on British Policy overseas, an on-line Jazz music library, the journals “Nuclear fusion” and “Neurodegenerative Disease Management”, and “Veterinary Board Games” (a new learning aid).

The structure of the paper begins with new acquisitions in Special Collections and goes on to describe briefly new or featured resources arranged by College and main Schools/subject area although many resources will also be found useful across a variety of academic disciplines.

Special Collections

The past year has been quite exceptional, both in terms of purchase and donation, with several major archive accessions and over 10,000 additions to the printed special collections. Purchases received particular support from CHSS and the Friends of EUL. Highlights include:


These books record the discoveries made in Egypt and Arabia by the German explorer Carsten Niebuhr in the 18th century, with beautiful engraved plates giving vital information about the region’s archaeology. The copies bear the book label of Adam Smith. This purchase fills a significant gap in our Smith Collection.
2. Archive of original watercolours, books and correspondence from the noted artist Yolanda Sonnabend, who illustrated the works of one of the University’s great minds, geneticist and polymath Conrad Hal Waddington. Waddington’s archive here is currently the subject of a major Wellcome-funded project (“Towards Dolly”). This purchase allows for important connections to be made between the arts and the sciences at Edinburgh.

3. Archive of Hamish Henderson. The archive of documents belonging to the poet and folklorist include first-hand accounts of events unfolding in 1930s Germany, the Second World War and the apartheid era in South Africa. Henderson, who died in 2002 aged 82, was one of Scotland’s most prominent cultural figures. The archive includes over 10,000 letters, plus 136 notebooks and diaries, and has been acquired from the Henderson family through the offices of the Hamish Henderson Archive Trust.
History Classics and Archaeology


2. *American Periodicals* contains over 1500 full-text periodicals published between 1740 and 1940. Subjects cover history, literature, history of science and medicine, law, news and magazines, politics, religion, education, women’s studies, and art.

3. *Documents on British Policy Overseas* offers researchers the opportunity to see beneath the surface of the major events of the twentieth century. Users can access contemporary accounts and follow the detailed exchanges that shaped British foreign policy from the origins of the First World War and beyond.

4. Additional resources

Resources for History, Classics and Archaeology are now available via *Oxford Handbooks Online* with additional resources for Classical Studies and History in *Oxford Scholarship Online*.

A number of gaps in the print collections for Archaeology were filled this year with the purchase of back issues of several serials, in particular the *Journal of Human Evolution* (from Vol.1 (1972) to Vol.27 (1994); Bibracte; Lattara; Zeitschrift für Orient-Archäologie.
Psychoanalytic Electronic Publishing, PEPWeb, is a full-text psychoanalysis resource of 49 journals and 96 classic books. The PEPWeb journals are listed in the library’s ejournal webpages and individual book titles are making their way into the library catalogue. The books include:

- Freud, S. Gesammelte Werke: Chronologisch Geordnet, Volumes 1-18
- Laplanche, J. and Pontalis, J. B. (1973). The Language of Psycho-Analysis-
- Ferenczi, S., Abraham, K., Simmel, E. and Jones, E. (1921). Psychoanalysis and the War Neuroses.

Edinburgh University Library Committee

Edinburgh College of Art

1: *Entertainment Industry Magazine Archive*:

An archival research resource containing the essential primary sources for studying the history of the film and entertainment industries, from the era of vaudeville and silent movies through to 2000. This database is targeted at the Schools of Design, Music and potentially History of Art, but will also be useful to HCA:

Access via: http://www.ed.ac.uk/schools-departments/information-services/library-museum-gallery/finding-resources/library-databases/databases-subject-a-z/database-design


2: *Naxos Jazz Music Library online*:

Offers a mix selection of jazz legends and contemporary jazz. Recordings of over 32,000 artists are represented. The recordings in Naxos Jazz Music Library come from over 200 labels, and include the catalogue of Blue Note Records, Warner Jazz, EMI, Fantasy and others.


3: *Material ConneXion*:

A substantial online resource for newly manufactured materials. The online Library houses over 7,000 advanced, sustainable and innovative materials representing eight categories: polymers, naturals, metals, glass, ceramics, carbon-based materials, cement-based materials, and processes. It features cutting-edge materials and applications, including the world’s only collection of Cradle to Cradle sustainable materials. This database is valuable for those working in design, architecture, interior or product design, jewellery, glass, textiles and fashion, but could also be of use to S&E.

http://www.ed.ac.uk/schools-departments/information-services/library-museum-gallery/finding-resources/library-databases/databases-subject-a-z/database-design
1. *Education Source*

This is a merger of databases from EBSCO and H.W. Wilson. It covers all levels of education - from early childhood to higher education - as well as all educational specialties, such as multilingual education, health education and testing.

http://ehis.ebscohost.com.ezproxy.is.ed.ac.uk/ehost/search/advanced?sid=ee311b80-338d-44c0-9d0c-9708aa5b2894%40sessionmgr114&vid=1&hid=101

2. *Taylor & Francis eBooks Bundles*

The purchased bundles cover topics such as Research Methods, Audiology, Child Development, Coaching Science & Theory, Teaching & Learning, Bilingualism / ESL and Curriculum Studies. These can be browsed and accessed directly through the following link on campus:

http://www.tandfebooks.com/action/showPublications?display=bySubject&category=40000029&expand=40000029

Also available via the library catalogue.

3. *Cite them right*

The essential referencing resource. This online resource will help reference just about any source, and understand how to avoid plagiarism.

www.citethemrightonline.com
Edinburgh University Library Committee

4. skills4studycampus

An interactive e-learning resource designed to help students develop the study skills they need to succeed. The resource is suitable for students on all courses and in any year of study and covers areas such ‘Getting ready for academic study’, ‘Writing skills’, ‘Reading and note-making’, ‘Exam skills’, etc.

http://www.palgrave.com/skills4studycampus/

Law

1. Making of Modern Law

Gale

The Making of Modern Law: Legal Treatises, 1800-1926 is the most comprehensive full-text collection of Anglo-American legal treatises available today. Sourced from the world's foremost law libraries, this archive covers nearly every aspect of American and British law and encompasses a range of analytical, theoretical and practical literature for research in United States and British legal history. Edinburgh University is the only Scottish university to subscribe to this resource, thanks to funding from the Edinburgh Legal Education Trust and the School of Law.
Edinburgh University Library Committee

2. Practical Law

http://uk.practicallaw.com

Thomson Reuters Legal

Practical Law Company (PLC) is the leading provider of legal know-how, transactional analysis and market intelligence for lawyers, working closely with law firms and in-house law departments to provide innovative and practical solutions in technology and practice development.

3. NexisUK

http://www.lexisnexis.co.uk/en-uk/products/nexis.page

LexisNexis

NexisUK provides access to over 23,000 UK and international news and business sources, financial and market reports, biographical data and thousands of legal and regulatory services. It includes Company Dossier, delivering company information on 100 million international companies and executives.

Philosophy, Psychology and Language Sciences

1. Neurodegenerative Disease Management

New e-subscription to this title that presents findings, analysis and commentary for this area. http://www.futuremedicine.com.ezproxy.is.ed.ac.uk/loi/nmt

2. JoVE (Journal of Visualised Experiments)

The Neuroscience section of this major electronic resource was obtained in a joint PPLS/MVM purchase.

http://www.jove.com.ezproxy.is.ed.ac.uk/neuro
3. Past Masters

Our existing collection of full text electronic editions from this series has been further augmented by the addition of titles on Hegel, Simon Weil, Nicholas Malebranche, Wittgenstein and Thomas Aquinas.

http://pm.nlx.com.ezproxy.is.ed.ac.uk/xtf/view?docId=hegel/hegel.00.xml;chunk.id=div.hegel. pmpreface.1;toc.depth=2;toc.id=div.hegel.pmpreface.1;hit.rank=0;brand=default

School of Social and Political Science

1. SAGE encyclopaedia and handbook collections

http://edin.ac/Hb0DSf

In 2012-13, we purchased a range of reference e-books from SAGE, a leading academic publisher. They include 108 encyclopedias published between 2010 and 2013 and 6 handbooks produced in 2013. Subjects cover anthropology, sociology, politics, social policy, and international relations. We are working on indexing all these e-books in the Library Catalogue. Before some technical issues are resolved with the publisher, these resources can be accessed from SAGE Knowledge Hub, at http://edin.ac/Hb0DSf. Any title without a padlock indicator is something we have purchased and therefore can be read in full text.

2. American Periodicals

http://search.proquest.com.ezproxy.is.ed.ac.uk/americanperiodicals/history/fromDatabasesLayer?accountid=10673

This database contains over 1500 full-text periodicals published in between 1740 and 1940. Subjects cover history, literature, history of science and medicine, law, news and magazines, politics, religion, education, women's studies, and art.


These reports are about current policy and so are used for ensuring teaching/research fits with the current political context. Individual titles are listed in the Catalogue.

School of Literatures, Languages and Cultures

1. Victorian popular culture.

http://www.victorianpopularculture.amdigital.co.uk.ezproxy.is.ed.ac.uk/index.aspx

This resource consists of 4 collections: 1) Spiritualism, Sensation and Magic; 2) Circuses, Sideshows and Freaks; 3) Music Hall, Theatre and Popular Entertainment; and 4) Moving Pictures, Optical Entertainment and the Advent of Cinema. Very important resource for literary and cultural studies of the Victorian era.

2. China Doctoral Dissertations Full-text Database & China Masters Theses Full-text Database.

http://oversea.cnki.net.ezproxy.is.ed.ac.uk/kns55/

This resource provides the full texts of 191,295 Doctoral dissertations and 1.5 million Masters' theses produced in China since year 2000. The database is cross searchable with China Academic Journals on this integrated platform.
3. Eighteenth Century Journals

http://www.18thcjournals.amdigital.co.uk.ezproxy.is.ed.ac.uk/index.aspx

The Eighteenth Century Journals portal consists of five sections, containing digitised images of about 270 rare journals printed between c1685 and 1835. Topics cover a very wide range of eighteenth-century social, political and literary life.

Divinity

1. Oxford Handbooks Online Collections

http://www.oxfordhandbooks.com.ezproxy.is.ed.ac.uk/

We recently purchased Oxford Handbooks Online collections in Religion and Philosophy, following trials which received a high volume of staff feedback supporting their value for classroom use. The Oxford Handbooks are one of the most successful and cited series within scholarly publishing, containing in-depth, high-level articles by scholars at the top of their field.
2. **Brill Reference Online**

http://www.brillonline.nl.ezproxy.is.ed.ac.uk/

In 2013 we expanded our range of digital reference resources from Brill, including *Religion Past and Present* (RPP) Online. This is the online version of the updated English translation of the 4th edition of *Religion in Geschichte und Gegenwart* (RGG) which aims to be the definitive encyclopedia of subjects connected with religion. Other new digital reference resources include *Brill's Encyclopedia of Hinduism*, *Encyclopedia of Women & Islamic Cultures* and *Context of Scripture Online*.

3. **World Religion Database & World Christian Database**

http://www.worldreligiondatabase.org.ezproxy.is.ed.ac.uk/wrd_home.asp

In 2013 the Library added The World Religion Database (WRD) to its online resources. It contains detailed statistics on religious affiliation for every country of the world. It provides source material, including censuses and surveys, as well as best estimates for every religion to offer a definitive picture of international religious demography. The Library also subscribed to its partner database, the World Christian Database, which provides comprehensive statistical data on 9,000 Christian denominations, 13,000 ethnolinguistic peoples, as well as data on 5,000 cities, 3,000 provinces and 239 countries.

**Science and Engineering**

**Biological Sciences**

1. **Ejournals**

The Library added the *Journal of Visualized Experiments* (JoVE) to its collection.

http://www.jove.com.ezproxy.is.ed.ac.uk/

JoVE is "a peer reviewed, PubMed indexed journal devoted to the publication of biological, medical, chemical and physical research in a video format."
Several ejournal back-files have been added to the library collections, including Journal of Research in Science Teaching and Journal of Zoology.

The Library continued its recent subscription to BioOne. http://www.bioone.org/

**BioOne** is a global, not-for-profit collaboration bringing together scientific societies, publishers, and libraries to provide access to critical, peer-reviewed research in the biological, ecological, and environmental sciences. It has recently optimised its resources for use on mobile devices, including phones.

2. **Theses**

The Library has recently extended its subscription to the ProQuest Dissertations and Theses database to include full-text access to over a million dissertations and theses; http://www.ezproxy.is.ed.ac.uk/login?url=http://search.proquest.com/pqdtft?accountid=10673

**Chemistry, Maths and Physics**

Online access to some previously missing IoP journal issues now includes the title *Nuclear Fusion*. This adds to the large collection of online journals relevant to physics and related disciplines.

SIAM ebooks were renewed this year. Individual titles are listed on the library’s catalogue and include:

- The Basics of Practical Optimisation
- The geometry of random fields

The Library has recently purchased online access to the Royal Society of Chemistry’s 2013 books, thus adding to the access already available to the rest of the online books.
Edinburgh University Library Committee

Individual titles are added to the library catalogue but with this and previous purchases staff and students can read all of the book (and monograph series) output from the Royal Society of Chemistry.

The Library's subscription to STAT!Ref also had new titles added this year. Individual titles are listed in the library catalogue and include the 5th edition of the *Oxford Textbook of Medicine*, the 8th edition of *Chronic Illness: Impact and Intervention*, *Contemporary Nursing Knowledge* (3rd edition) and *Essentials of Anatomy and Physiology* (6th edition).

**Informatics & GeoSciences**

*Communications on Pure and Applied Mathematics* - online access is now available from 1948 Volume 1

*Communications on Pure and Applied Mathematics*, the Courant Institute’s mathematics journal features recent developments in applied mathematics, mathematical physics, and mathematical analysis. The topics include partial differential equations, computer science, and applied mathematics.

**GeoSciences**

*Environmental Ethics* – an interdisciplinary journal dedicated to the philosophical aspects of environmental problems. Available online as part of POIESIS: Philosophy Online Serials.

**Digimap**

Environment Digimap provides two options for working with Centre for Ecology and Hydrology (CEH) Land Cover maps from 2007, 2000, & 1997. You can either use Environment Roam to produce maps on screen and in various print formats or you can download the data for use in geographical information systems.
Other collections of interest include access to all Nature Group Journals (during 2013-2015) including *Nature Climate Change*. Also the Royal Society of Chemistry (RSC) ebook collection which include a range of environmental titles.

Access from Volume 1, 1873, is now available for the *Quarterly Journal of the Royal Meteorological Society* as part of increasing the years covered by the online journal collection.

**Engineering**

1. **Derwent Innovations IndexSM (1963-present)**

Patents searching is now much easier and more comprehensive with the Derwent World Patent Index® and patent citation information is also now available from the Patents Citation Index®. Patents coverage is from 1963; patent citations data is from 1973.

http://wok.mimas.ac.uk.ezproxy.is.ed.ac.uk/

2. **ASME Digital Collection**

The ASME Digital Collection has recently been enhanced by the launch of a new e-books collection, now available to users at the University of Edinburgh. The range of titles available is diverse - from “Chitosan and Its Derivatives as Promising Drug Delivery Carriers” to “Energy and power generation handbook” to “Fluid Mechanics, Water Hammer, Dynamic Stresses, and Piping Design”.

The ASME e-book collection is available at:
http://ebooks.asmedigitalcollection.asme.org.ezproxy.is.ed.ac.uk/

3. **British Standards Online**
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BSOL is the online standards database from the British Standards Institute that provides access to over 60,000 British, European and adopted international standards online. Full text access to the complete set of standards is available, from “Code of practice for delivering effective governance of organizations” to “Design of structures for earthquake resistance. Bridges” to “Biological evaluation of medical devices. Evaluation and testing”

BSOL is available at:

https://bsol.bsigroup.com/

**Medicine and Veterinary Medicine**

**Medicine**

We have recently subscribed to UptoDate which is one of the leading ‘point of care’ resources. In Medicine ‘point of care’ resources are becoming increasingly popular as they give quick and easy access to evidence based clinical decision tools. They synthesise and evaluate the most important information from the primary literature on a particular clinical topic so that diagnosis and treatment decisions are based on the best available evidence. It also contains a “What’s new” section at:


Uptodate covers more than 20 specialities and has over 10,000 topic reviews. It uses a rigorous editorial process with international peer review and structured clinical questions to deliver authoritative, evidence-based answers.

**Veterinary Medicine**

This year we have added over 200 veterinary ebooks to our collection. These are all listed in the library catalogue.

They include several popular and well used books, such as *Veterinary epidemiology* by Michael Thrusfield

and *Veterinary neuroanatomy: a clinical approach* by Christine Thomson and Caroline Hahn.

**Ejournals**

The Library added the *Journal of Visualized Experiments* (JoVE) to its collection. JoVE is "a peer reviewed, PubMed indexed journal devoted to the publication of biological, medical, chemical and physical research in a video format."

Several ejournal backfiles have been added to the library collections, including *Australian Veterinary Journal*, *Equine Veterinary Journal* and *Journal of Small Animal Practice*.

**VetMed Resource**

The Library renewed its subscription to CABI's *VetMedResource*
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VetMed Resource is designed for vets and includes:

- over 1 million bibliographic records (derived from CAB Abstracts)
- over 13,000 full text documents
- CAB Reviews: specially commissioned, peer reviewed review articles written by specialists in their field
- datasheets on diseases and pathogens of pigs, poultry and ruminants
- 'in brief and in depth' news articles on recent interest topics
- access to CABI's *Animal Health and Production Compendium* which has information on animal diseases and their pathogens and vectors; genetics and nutrition of livestock and poultry species and breeds; an international drugs database; food safety; parasite identification keys, and detailed coverage of health and production topics.

**Non-traditional items**

The Library purchased three sets of revision flash cards and the game board, produced by Veterinary Board Games. Each flash cards set includes 600 individual cards covering six major fields in veterinary medicine: large animal, small animal, avian and exotics, the 'ologies, diagnostics and wild cards. Using the game board with the flash cards allows students to study or revise in a different way.
Edinburgh University Library Committee

Meeting held on Wednesday 9th October 2013 at 2pm

Senate Room – School of Divinity, Mound Place

Minutes

Attendees:
Dr Anna Kenway (College of Science & Engineering)
Dr John Scally (Director of Library & University Collections) (Ex Officio)
Prof. Simon Parsons (Convenor of S&E College Library Committee)
Dr Hamish Ross (College of Humanities & Social Science)
Ms Helen Durndell (nominated by University Court)

In Attendance:
Mr Richard Battersby (CSE Consultancy Head and Acting Head of HSS Library Consultancy)
Mr Jann-Michael Greenburg (EUSA Representative on behalf of Mr Alex Munyard)
Mrs Susan Graham (University Records Manager)
Mr Abdul Majothi (CHSS Consultancy Head)
Ms Irene McGowan (MVM Consultancy Team Representatives)
Mr Stuart Lewis (Head of Research & Learning Services and Deputy Director of Library & University Collections)
Ms Elize Rowan (Acquisitions & Metadata Manager)
Miss Laura Macpherson (Acting Collections and Development Manager)

Apologies received in advance:
Prof. David Finnegan (nominated by University Court)
Prof. Jeff Haywood (Convenor – nominated by the Senatus Academicus)
Prof. James Loxley (Convenor of College Library Committee)
Mr Richard Mayr (College of Science & Engineering)
Dr Steven Morley (Convenor of MVM College Library Committee)
Mrs Janet Rennie (College of Humanities & Social Science)

Apologies noted at the meeting:
Mrs Elspeth Currie (College of Medicine & Veterinary Medicine)
Dr Sue Rigby (nominated by University Court)

Minutes:
Ms Michelle Gunn (Acting Secretary to the Committee)
1. **WELCOME AND APOLOGIES – JS**
   Apologies are noted above. John Scally (JS) convened the meeting in Jeff Haywood’s absence, welcoming all new members. A special thanks was given to Helen Durndell (Librarian at University of Glasgow).

2. **CONVENOR AND DIRECTOR OF LIBRARY AND UNIVERSITY COLLECTIONS BUSINESS – JS**
   Footfall in the Main Library remained stable over the last two years at 2 million and 3 million overall including all the site libraries. We are in the process of producing more detailed Library Statistics Reports, which will become available later in the academic year.

3. **LIBRARY COMMITTEE MEMBERSHIP: SESSION 2013-14 – PAPER A**
   New members to the Committee include Mr Alex Munyard (EUSA - VPAA), Professor James Loxley (Convenor of HSS College Library Committee) and Ms Helen Durndell (Librarian, University of Glasgow).

   The paper details appointments which are still to be confirmed, which include Student Representatives, postgraduate and undergraduate and an elected Library Representative. Final membership will be circulated to the committee by the next meeting.

   **ACTION: Michelle Gunn to confirm membership and circulate to the Committee before the next meeting.**

   *For Discussion*

4. **MATERIALS BUDGET 2012/13– PAPER B**
   Elize Rowan (ER) presented the paper for the Materials Budget for 2012-13 giving background and context to the financial figures provided. It was agreed that there would be a degree of tolerance shown towards the end of the year and possible overspend to keep us continuing to place orders, so we were not then dealing with a backlog at the beginning of the new financial year. The final overspend was £10k which was considered fairly small when compared with the overall budget.

   The following points were raised:
   - Hamish Ross (HR) - Raised the question of how monies moved from individual schools to a central CORe fund. Elize Rowan (ER) notified HR that detailed spreadsheets are produced providing full break down figures that can be obtained from college librarians.
   - John Scally (JS) – Acknowledged the importance of providing contextual background information for financial reports for new library committee members.

5. **MATERIALS BUDGET 2013/14 – PAPER C**
   John Scally (JS) provided members with some background information. JS explained how the business case for enhancing the Materials Budget was unsuccessful, although another opportunity had been given to resubmit the case. The revised case has been based around an institutional uplift of 2% and 6% predicted materials inflation based on current market predictions. ER presented the papers, highlighting the figures provided were based on 12/13 allocation with a 2% institutional uplift, which was further supplemented by additional monies from CHSS, Collections Review and NHS income from CMVM.

   ER highlighted the S & E allocation had a predicted overspend, and CMVM had a committed spend of 98% of their allocation at the outset of the financial year.
The following points were raised:

- Simon Parsons (SP) commented that £150,000 has been cut from their allocation three years ago, so there is was no more flexibility within their budget. Anne Kenway (AK) expressed concern about how the schools will support the new Chancellor’s Fellows if they are unable to extend the range of content available. Richard Battersby (RB) added his concerns re students not being able to access resources as well as the need for new areas of growth within the current material offered. JS responded that the Business Case was still being considered, and hoped if further monies were allocated this would cover any current deficits and help with purchasing new material.

- Irene McGowan (IMcG) enquired as to how the University of Glasgow assigned its budget allocation yearly to their Library Materials Budget. Helen Durndell (HD) gave some background information and suggested the VAT now being applied to the majority of purchases is having an impact on costs and the overall budget. HD added that an agreed top line sum of +5% has been allocated for the last 5/6 years at Glasgow which took into account new staff and student numbers.

6. MOVING THE SPECIAL COLLECTIONS PUBLICATIONS DATE TO PRE-1900 FROM PRE-1850 – PAPER D

Laura Macpherson (LM) presented the paper and set out the Collections Group proposal to transfer books from general collections to special collections dated before 1900, where the current date is set at pre-1850. The transfer would enable the Library to provide the specialist staff, security and reading environment for these items to be used safely, and bring Edinburgh into line with other research libraries. The paper outlines a recommended ‘phased’ approach for the transfer, with consideration taken to the needs of the academic disciplines.

**ACTION:** LM to consult with relevant committees and groups before the next Library Committee, and a further updated paper to be presented for approval.

The following points were raised:

- Hamish Ross commented that browsing statistics must be reviewed on items being considered for transfer as well as borrowing.
- Simon Parsons re-emphasised the importance of decisions being based on disciplines as there are some schools that will be more affected than others.

7. LIBRARY RELATED QUESTIONS FOR SURVEYS CONDUCTED DURING 2012/13

Richard Battersby (RB) presented the paper and highlighted that the overall score in both NSS and ESES was 89% which was an increase on last year’s figure for NSS. However, a significant number of schools scored below 70% for their print collections, although RB did comment this may be due to students not being able to locate material as well as it not being part of the collection. He suggested considering more access, discovery points and signage to ease these issues. RB also stated that schools need to be specific with the number of books and resources they need for their courses, to ensure there are sufficient stocks. RB is working with the liaison librarians to assess the results drawn from the surveys in more depth. He further added a Lib-Qual survey would be conducted during November 2013 and results of this survey will be analysed early in the New Year.
8. **UPDATE ON LIBRARY ACCESS**

John Scally (JS) presented the paper which provides an update on previous papers presented at Library Committee during 2013 re opening hours at both the Moray House and Main Libraries, as well as reviewing access arrangements. JS and Alex Munyard (AM) from EUSA are continuing to work together to provide a timetable that allows longer opening hours throughout the academic year that takes account of utility and overhead costs.

9. **OPEN ACCESS UPDATE**

Stuart Lewis (SL) presented the Open Access paper in which the university was awarded £609k grant for implementing and enhancing Open Access (OA) systems within the university. The project has been very successful and there has been approx. 8,000 OA documents added to the PURE repository. Just recently SL, JS and Dominic Tate (DT) were invited to present at a Senate meeting in respect of the University’s approach to Open Access. The presentation was to an audience of approx. 100 academics and senior staff.

The following points were raised:

- Simon Parsons (SP) requested if presentations were going to be given to all schools within the university. SL confirmed that presentations had already been given, and if there were schools interested this could be arranged. SP responded by giving an individual example of papers not being uploaded and emphasised the need for consistency. SL responded and said he would investigate further with the Scholarly Communications team.

10. **SIGNIFICANT LIBRARY RELATED STATISTICS FOR 2011/12**

The report was presented by John Scally, and the data was collated by Liz Stevenson and Richard Battersby. JS explained to the committee that the report is currently in its early stages of development and that the Library currently collates data for external bodies ie. SCONUL. JS is now planning to compile a digest highlighting key statistics for the Library and was looking for feedback and comments from the committee.

**ACTION:** The committee to feedback on the Library Statistics Report by the end of 2013. A further report and update will be presented in 2014.

11. **L & UC EXHIBITIONS, EVENTS AND PUBLICITY REPORT 2012-2013**

JS presented the key highlights of this paper and there were no further comments from committee members.

12. **BUILDING ISSUES:**

Richard Battersby (RB) provided a verbal report on the Darwin Redevelopment Project. The project was completed during the summer of 2013. The study spaces are very popular and the catering outlets have encouraged all users to enjoy and socialise in this new space.

13. **MINUTES FROM MEETING HELD ON 5TH JUNE**

No outstanding actions

14. **MATTERS ARISING**
There were no matters arising

15. ANY OTHER BUSNESS

There were no other business matters to report/discuss

16. SUMMARY OF ACTIONS

Item 3, Paper A - Michelle Gunn to confirm membership and circulate to the Committee before the next meeting.

Item 6, Paper D - Laura Macpherson to consult with relevant committees and groups before the next Library Committee, and a further updated paper to be presented for approval.

Item 10, Report - The committee to feedback on the Library Statistics Report by the end of 2013. A further report and update will be presented in 2014.

17. DATE OF NEXT MEETING

Wednesday December 11th 2013, Main Library Room 1:07 at 3pm,