

THE GEOLOGICAL SOCIETY OF LONDON

INFORMATION MANAGEMENT COMMITTEE

Minutes of meeting held at Burlington House on 22 June 2009 at 2.30pm

Present: Richard Hughes (Chair), David Quinn

With: Nic Bilham (Head of External Relations and Strategy), Sheila Meredith (Librarian), Edmund Nickless (Executive Secretary), Kholilur Rahman (Web Producer, Secretary to IMC)

		<i>Actions</i>
1.	<p>APOLOGIES</p> <p>Apologies were received from Richard Corfield, Andy Fleet, Dorothy Payne, Tom Sharpe, David Vaughan, Will Watts and Richard Herrington</p>	
1b.	<p>MINUTES OF THE LAST MEETING</p> <p>The Committee approved the minutes of the last meeting.</p> <p>Actions from the last meeting:</p> <ul style="list-style-type: none"> i. The reorganisation of Library and Information Services section of the website is complete. ii. The minutes of the previous meeting have been corrected to reflect that the Society has access to all of its content available on GSW, via Ingenta, and does not subscribe to GSW. iii. Additional marketing to explain the distinction between Library subscriptions to external content and the Lyell Collection is ongoing, and has included one to one discussions with library users, leaflets to new Fellows etc. There are now 500 Library users registered for remote access to e-journals. The Committee agreed that due to current high subscription costs, it would be a good idea to renegotiate subscription rates at a later date after subscription numbers stabilise. iv. Presenting Geoscientist Online in a more effective way. – see below (2i) v. Discussions with third party providers – see below (7ii). vi. The Librarian reported that buying a map scanner will be too expensive. The Library has contacted other organisations who outsource their scanning requests for advice. The Chair reported that BGS has scanning facilities and it was agreed that details of this will be provided. vii. Explore options for making the Map GIS more useable – see below (4) viii. Lyell Centre Status Report – see below (4) ix. Progress Media and Technology Working Group – see below (2iv) x. iTunesU has been added to the terms of reference for the Media and Technology Working Group. xi. Identify new Committee members from Media and Technology Working Group – see below (6) xii. Links to the One Geology website and NERC Environmental Data Portal have been added to the Lyell Centre. xiii. Minor amendment to IMC strategy – see below (2iii) xiv. Alan Roberts has introduced his successor to the Committee. The Committee agreed that the Web Producer will send a reminder to Nick Rogers regarding his successor. 	<p><i>RH (Chair)</i></p> <p><i>KR</i></p>

2.	<p>MATTERS ARISING</p> <p>i. Online Geoscientist The Web Producer reported that Geoscientist can now be downloaded from the website in PDF format. The Geoscientist section of the website has undergone a facelift with improvements to layout, usability and navigability.</p> <p>ii. Virtual Conferences The Web Producer reported that the virtual conference service was tested at the AGM. Marketing was intentionally limited. Twelve people tuned in including some Committee members who felt that although there were some teething problems it worked quite well in the morning. There were some problems later in the afternoon. It was found that the service providers were not on call when the problems were encountered. The Committee agreed that this will need to be followed up.</p> <p>It was reported that Society staff have now received training from the providers.</p> <p>The Committee affirmed that one of the objectives of having this service is to be able to charge for virtual attendance. The Committee agreed that this service could not launch until it is working reliably. It was agreed that the service will need further testing and the Shell Lectures presented a good opportunity.</p> <p>iii. Minor changes to IMC strategy document (IMC/08/09) The changes requested at the last meeting have been incorporated. It was agreed that the Society Strategy and business plan will be circulated to new members of this Committee to provide the context for the IMC strategy. The Committee agreed to review the IMC strategy annually/ biannually.</p> <p>iv. Update on Media and Technology Working Group The Web Producer reported that due to the exam season it was difficult to progress the Media and Technology Working Group beyond what had been reported at the last IMC meeting. The Society is planning to launch the group in Autumn. Samme Brough, a member of the Education Committee has agreed to chair the group. A timetable of the group's work and its membership will need to be agreed.</p>	<p>NB</p> <p>KR</p> <p>KR</p>
3.	<p>REPORT OF THE LIBRARY ADVISORY COMMITTEE (IMC/09/09)</p> <p>The Librarian reported that the LAC was very concerned by the freezing of the Archivist's post. This has led to a significant build up of work.</p> <p>The Librarian highlighted that negotiations were continuing with Wiley-Blackwell to bring their journals within the remote electronic access scheme.</p> <p>The Librarian mentioned that the Research Information Network (RIN) were quite impressed by the progress the Society had made regarding remote access to journals. The Chair noted that the Research Information Network have produced some very useful reports on the changing library landscape including one on the rising cost of electronic journals and its impact on different audiences. The Librarian reported that these reports were available from the library.</p>	

	<p>The Librarian reported that the AGU were not publishing print journals from 2010 and would not permit remote access to members of institutional subscribers but as the cost of purchasing papers were very reasonable, the LAC have decided to cancel subscriptions to all AGU journals.</p>	
4.	<p>LYELL CENTRE REVIEW (IMC/10/09)</p> <p>The Lyell Centre vision statement and status report were produced in response to the outstanding action on this Committee to undertake a review of the Lyell Centre. Details of Lyell Centre projects and progress of these are set out in the status report. The Committee discussed priorities for these projects.</p> <p>It was noted that some of the Lyell Centre projects could be grouped together to form a larger project that could potentially attract sponsorship. This could pass on to the Development and Fund Raising Committee to seek sponsorship. However, the Committee noted that this will be unlikely for the next eighteen months.</p> <p>Much of the Lyell Centre projects e.g. Library catalogue are ongoing as such prioritisation is not required for these.</p> <p>Scanning of Library Content was assigned a High priority. The Committee noted that it may be difficult to identify what is rare or unique, and it was therefore difficult to understand the cost implications. It was suggested that a letter could be sent to LAC members or the Librarian could approach them directly to list their top ten rare or unique books or other material for digital capture (for security and delivery). This will provide some initial understanding of the scale of the project. After a clearer understanding of the project scale is acquired, and if it is sufficiently big and deemed to be a heritage asset in the national sense, it will be possible to approach the heritage lottery fund with a project to make this material available digitally.</p> <p>The Map GIS was also flagged as High priority. It was agreed that the Map Librarian will need to have ownership of this project. The Map GIS is at the point where some development will make it more useable but it was agreed that any further investment in the Map GIS should be made in the context of whether it continues to be regarded as a useful facility, and whether alternative solutions are likely to be considered in the near future. The Committee noted that GIS technology has evolved significantly in the past twelve months. It was agreed that the Chair will facilitate a meeting between the Map Librarian, the Web Producer, and Patrick Bell from BGS – who was instrumental in developing the One Geology project and NERC, for an assessment of the Map GIS project.</p> <p>The Committee agreed that the status report will provide Council with a good understanding of what has been achieved so far, and the vision statement will be a good aid in clarifying the concept of the Lyell Centre. It was agreed that the vision statement and the status report – the working document, will be provided to Council in order to sign off the action of Lyell Centre Review.</p>	<p>SM</p> <p>RH(Chair)</p> <p>NB</p>
5.	<p>HORIZON SCANNING: PROJECTS PLANNED BY OTHER ORGANISATIONS (IMC/11/09)</p> <p>The Committee agreed that the NERC Environmental Data Portal and Rory Mortimore project can now be removed from the horizon scanning list.</p>	

	<p>It was agreed that the Encyclopaedia of Life item should remain on the list. There was nothing new to report at this time.</p> <p>The chair provided a demonstration of some of the features of One Geology to the Committee. The Committee noted that huge amounts of resources were available from 26 participating countries for One Geology Europe and 106 participating countries for One Geology Global. The system uses simple technology for serving geospatial mapping data. All the data is held by the individual countries and is streamed in real-time to the Survey in France using GeoSciML, the Geoscience markup language. It was noted that this technology can potentially be used by the Society for its own map data.</p> <p>It was agreed that iTunesU should remain on the list. There was nothing new to report at this time.</p>	
6.	<p>MEMBERSHIP (IMC/12/09)</p> <p>George Tuckwell, former Chair of the IMC now has responsibility for chartership validation procedures and chairs the Chartership Panel. The Committee expressed its thanks to George for his contribution and agreed that a letter of thanks should be sent to him.</p> <p>The Committee welcomed Richard Hughes (also a member of Council) as its new Chair.</p> <p>The Executive Secretary reported that there was some concern about the level of connection between the IMC and Council. However, David Vaughan (Higher Education and Council) and Richard Herrington (Science Committee and Council) have since agreed to join IMC and this will help to strengthen the connection.</p> <p>The Committee agreed that its members now covered a broad spectrum of different Geological organisations. However, younger representation was still needed. After the next meeting it may be possible to identify suitable people from the Media and Technology Working Group (the Group will be formed in September). It may also be possible to find suitable candidates from the Young Geoscientists Group or via some other avenue.</p>	<p>EN</p> <p>KR</p> <p>EN</p>
7.	<p>ANY OTHER BUSINESS</p> <p>i. Bernard E. Leake's letter regarding archiving At the end of the last AGM Bernard Leake remarked that of the 49 deceased Fellows whose names were recorded there were only 19 obituaries published in the Annual Review. He also noted the change in the nature of the Society, that it had moved from being an academic dominated organisation to having approximately 80% of its Fellows now working in industry. He was therefore concerned that the work that they did could go unrecorded. He was arguing that Council should take a more active role in encouraging Fellows to deposit something about themselves or their professional activities so that there was within the archive some record of achievement.</p> <p>Bernard Leake also commented on archiving the details of the Society's activities. The activities of the Society are no longer detailed in a coherent place. He then discussed modern records like emails and whether this was being archived, the possible loss of old content during the move to the new website etc. He wrote to the President about these issues and suggested that Council needed to take a look at the issue of archiving generally.</p>	

	<p>In reviewing these issues the Committee felt that this strengthened the case for having an Archivist in a part-time role to look at modern records as well as older material. The Archivist will have oversight of what is included for archiving, organisation of this material and then for making it accessible more widely e.g. via the website. It was noted that the role of a half-time Archivist has been unfilled for 5 years now.</p> <p>The Committee agreed that the Librarian will look at the case that was previously presented to this Committee for introducing the role of an Archivist with a view to strengthening the case in the light of the concerns raised by Bernard Leake.</p> <p>The Committee agreed that the issue of records management was a matter for this Committee. It also agreed that the issue of obituaries and depositing of an individual's activities was a matter for the External Relations Committee. It was agreed that this will be brought to the attention of the ERC at its next meeting.</p> <p>ii. Collaboration with BGS The Chair reported that there are ongoing discussions between BGS and the Society about collaboration on information related services. This will be discussed further in a later meeting.</p> <p>iii. Scarborough Museum, new education project The Web Producer reported that the Scarborough Museum had come across an opportunity to acquire an original Smith map. One of the objectives of this project is to launch a nationwide education project about the map. The museum would like to enlist the Society as a partner and will also be approaching other organisations for their support. The museum is planning to develop its own educational resources as well as using existing resources which may include the Smith map that we have on CD which also has Carey's topography. The museum will produce a concept note which will be circulated to different organisations, and can also be provided to other Committees of the Society including the Education Committee.</p>	<p><i>SM</i></p> <p><i>NB</i></p> <p><i>EN</i></p>
8.	<p>DATE OF NEXT MEETING</p> <p>The next meeting is scheduled for Monday 21 September at 2.00pm.</p>	