

THE GEOLOGICAL SOCIETY OF LONDON

INFORMATION MANAGEMENT COMMITTEE

Minutes of meeting held at Burlington House on Thursday 7 April at 2.00pm

Present: Richard Hughes (Chair), Samme Brough, Dave Quinn, and Tom Sharpe

Apologies: Richard Corfield, Andrew Dobrzanski, Andy Fleet, Richard Herrington, Dorothy Payne, David Vaughan and Edmund Nickless (Executive Secretary),

In attendance: Kholilur Rahman (Web Producer, Secretary to IMC), Nic Bilham (Head of Strategy and External Relations) and Sheila Meredith (Chief Librarian)

1. APOLOGIES

Apologies as noted above. Will Watts was also unable to attend.

2. MINUTES OF THE LAST MINUTES

The Committee approved the minutes of the last meeting.

3. MATTERS ARISING

All actions from the last meeting are complete.

4. UPDATE ON OTHER COMMITTEES (IMC/01/11)

David Vaughan and Nic Bilham provided written updates on the main issues concerning the Publications Management Committee and External Relations Committee.

5. REPORT OF THE LIBRARY ADVISORY COMMITTEE (IMC/02/11)

The Library Advisory Committee met on 10 March 2011.

The LAC minutes noted that no formal minutes of the IMC's December meeting were available. The Secretary advised that the minutes of the IMC's December meeting were in fact available in January but no request for the minutes had been received as was usual practice.

The Committee agreed that it would be useful for the Secretary to be informed of the LAC's meeting schedule so that IMC minutes can be forwarded accordingly.

The Librarian informed the Committee that the archive software, CALM had been purchased and is due to be installed soon.

6. LIBRARY REVIEW IMPLEMENTATION (IMC/03/11)

The Chair requested that the output of the breakout groups during the Council Residential (February 2011) is reviewed to ensure any points not already captured elsewhere are recorded ahead of the Council meeting.

Actions

TS

KR

The feedback from the four breakout groups will be collated for future reference.

NB

The Chair provided a verbal crystallisation of recent developments. At the last IMC meeting, the Committee suggested priorities for the recommendations from the report of the Library Review Group. Some preliminary work was also completed by members of this Committee, in the form of three short papers which address priorities from Council's initial reaction to the report of the Library Review Group:

- Scanning the GSL's map collections
- A note about the option of the Society meeting Fellows' pay-per-view or inter-library loan costs for selected cancelled journals
- A paper on continuing the effective capture of usage data from all sources, in particular to keep up to date the 'cost-per-view' grid

During Council's residential meeting in February, each of four breakout groups was tasked with discussing one of the broad categories identified in the recommendations grid: Finance and access; Data/auditing of collections, including archives and storage; Map scanning and delivery; and Changing needs and how we meet these challenges. The breakout groups developed initial ideas consistent with the review recommendations, and building on IMC's earlier discussion. Council endorsed the recommendations of the review group and the priorities for their implementation proposed by IMC, and agreed to establish working groups to take forward each category of recommendations.

One of the breakout groups discussed the option of the Society meeting Fellows' pay-per-view or inter-library loan costs for selected cancelled journals. They recommended instead simply cancelling journals and helping users to locate the best alternative source.

Following Council's residential meeting, the Chair met with Edmund Nickless, Sheila Meredith, Paul Johnson (Map Librarian), Eileen Jamieson (Serials Librarian) and Kholilur Rahman on 4 March, to discuss how early priorities from the Library Review can be taken forward. Subsequently, library staff produced working papers on four aspects of the implementation (IMC/03/11 Annexes B-F).

The Chair asked for the view of the Committee on these papers, to inform his report to Council on 13 April.

The 'Disposals policy' (Annex B) effectively outlines current practice. The Committee agreed to recommend to Council that it approve the disposals policy.

The 'Selection policy for the cancellation of library journals' (Annex C) sets out several possible approaches. (It was noted that the journals listed in this paper are not all the journals that the library subscribes to, but are the regular subscriptions - irregular subscriptions are excluded, as issues are considered case-by-case on their own merit). The supporting data, which change with each monthly update, will be provided to Council to illustrate the possible approaches. Council will make a policy decision on which approach is to be followed, rather than review individual titles.

It was noted that cost-per-usage data are very useful in informing decision making. However, the Committee reiterated the conclusion of the Library Review Group that these data should not be the sole determinant in deciding which journals are to be cancelled. Other important considerations include maintaining the integrity of the collection and availability of journals

through other libraries.

At its February meeting, Council also raised the point that some high usage journals which are widely available elsewhere might be cancelled without significant impact on most users. The Committee recognised the relevance in this context of the Library Review Group's work to identify niche roles for the Geological Society's library, and to assess how it is used by Fellows and others. Responses to the questionnaire issued during the review revealed a very diverse set of needs among a small group of users. However, it was clear that while the Society's was the 'library of first choice' for some, and the 'library of last resort' for others, many respondents appear to use it as the 'library of second resort' – that is, that they will turn to the Society if they cannot find what they want through their university or employer. (It was noted that some commercial users' in-house library facilities are limited or non-existent.) All committee members reported that 'library of second resort' best describes their own use of the library, at least for offline content – some regard it as their library of first choice for online content, given the Athens remote access facility for online journals.

The Committee agreed to recommend to Council the approach to identifying journals for cancellation recommended in the paper (described as 'Cancellations selected by a combination of methods'), in line with the recommendations of the Library Review Group. The Chair agreed in particular to flag to Council the concept of the 'library of second resort', and the scope this provides for cancelling some high-use journals, where these are widely available elsewhere, in addition to low usage and high cost-per-use titles.

RAH

The Committee extended its thanks to Eileen Jamieson for her hard work on the paper and supporting data.

SM

The Committee reviewed the proposal for a map scanning pilot project, focusing on East African countries with some of their territory in the Rift Valley. This proposal has been well received by Council, as the area is geologically big enough to test key project elements, and because there is also significant commercial interest in the area, and has been developed further since February.

The Committee agreed that the estimate of 1% of the total budget for project management is too low. The Committee also felt that marketing should be considered from the outset and not as an 'afterthought'. The estimate of 2% for marketing and market research was considered to be low. It was suggested that reciprocal advertising arrangements can also be explored. These issues will be addressed in the next version of the project proposal.

RAH/EN

During the Library Review, there was discussion with the NHM about the scope for further collaboration on library projects, particularly with regard to scanning and delivery of map data. The NHM has a large uncatalogued map collection, and has various onsite scanning facilities. The Committee agreed that it would be useful to investigate further the scanning facilities of the NHM in the context of the wider map scanning project. Other options are to use another third party service provider, and to purchase a scanner for use in-house.

The Committee supported the proposals for income generation from the archives (Annex F), and to clarify to users the services offered by the Archivist, and agreed to recommend adoption of the proposals to Council.

The Committee noted that the recommendations grid (Annex G) has been

reordered by work streams and now also shows staff and IMC leads for some of the work streams.

The Committee reviewed the Council and staff leads for the four work streams and agreed the following:

1. Finance and access (TBC, TBC)
2. Data/auditing of collections including archives, storage (Samme Brough, Sheila Meredith)
3. Map scanning and delivery (Richard Hughes, Edmund Nickless)
4. Changing needs and how we meet these challenges (TBC, TBC)

It was noted that members of the working groups for each work stream need not be members of IMC (and nor need the Council lead for each group). The Chair agreed to speak to the Executive Secretary to identify leads for work streams 1 and 4.

RAH

7. BUSINESS PLAN AND IMC WORK PLAN (IMC/04/11)

The Committee agreed that the list of items on the work plan is complete. The Committee noted that three of the work plan items, 'GIS', 'Investigate display of library content for public information', and 'Investigate display of library content for potential sponsorship' did not have associated staff and Committee leads.

It was agreed that in addition to the library plan and scanning of content work plan items, the Chair will also lead on GIS as these are all closely related items. Tom Sharpe agreed to lead on 'Investigating the display of library content for public information'. For the remaining item, 'Investigating the display of library content for potential sponsorship' the Committee felt it did not have suitable experience amongst its membership and thought a conversation with Georgina Worrall, Secretary to the Development and Fund Raising Committee could offer a way forward, and a suitable candidate, potentially from outside the Committee could be identified.

NB

The summary grid of the business plan, and proforma project plans will be reviewed at every meeting. The Chair, Secretary and Nic Bilham agreed to meet and work on completing the proforma project plans.

KR
KR

Real-time Virtual Conferencing (Committee lead: Dave Quinn)
Nic Bilham advised that work was at an advanced stage in identifying an alternative solution for providing a real-time virtual conferencing service. The Secretary will ask Kevin Perry, the Network Administrator, to contact David Quinn to update him on progress, and for user feedback.

KR

8. HORIZON SCANNING (IMC/05/11)

Public Data Corporation

The UK Government announced in January through a press release from the cabinet office that it was planning to set up a Public Data Corporation (PDC). When the UK Location Council last met in March, they received a briefing from the cabinet office PDC team to inform them of what was happening. Government is thinking of creating a private sector venture that would be a clearing house/delivery mechanism for public sector data. The Government has announced that one of the first four priorities of data it wishes to include is environmental data, and more specifically including natural hazards data.

It is possible that by this time next year the PDC could be serving such data from the British Geological Survey, the Environment Agency, the MET office, Natural England etc. for use and reuse within the UK. This could mean that the data from these organisations is made available via an alternative portal, but it could also mean that there is a fundamental reorganisation of these organisations. The Chair will keep the Committee informed.

Mobile Apps

BGS' iphone app is now available as an ipad app, and also as an Android app.

Lamont-Doherty Earth Observatory in the US has released an iphone app called Earth Observer which provides global coverage displaying web maps harvested from existing data providers.

Other Updates

The consolidated website with merged NERC library catalogues has been soft launched, and will go live in May. This brings the NERC library consolidation project to completion.

NHM library review process – Richard Herrington to update the Committee on this/to provide a written update if unable to attend the next meeting. *RH*

9. WEBSITE DEVELOPMENT (IMC/06/11)

The Secretary updated the Committee on recent website projects, and described the new project to redesign the website.

The Secretary will write to the Committee inviting its views on how content layout, navigation, and anything to do with the look and feel of the website may be improved, focusing particularly on the user journey and user experience of the site. *KR*

10. ANY OTHER BUSINESS

There was no other business.

11. DATE OF NEXT MEETING

The next meeting is scheduled for Thursday 30 June at 2:00pm.