

University of Dublin
Trinity College
Library and Information Policy Committee

Minutes of the meeting held on Monday 20th October 2014 at 15:00 in the Henry Jones Room, Old Library

Present: Professor Micheál Ó Siochrú (Chair), Librarian (Helen Shenton), Professor Aidan Seery, Professor David Ditchburn, Dean of Research (Vinny Cahill) , Professor Agnes Higgins, Academic Secretary (Patricia Callaghan), College Secretary (John Coman), Associate Dean for Online Education (Tim Savage), Deputy Librarian (Jessie Kurtz), Deputy Director ISS (John Lawlor), Graduate Students Union President (Megan Lee)

Apologies: Chief Operating Officer (Geraldine Ruane), Director of IS Services (John Murphy), Dean of Arts Humanities and Social Sciences (Professor Darryl Jones), Professor Eve Patten, Students' Union Representative (Katie Byrne).

In attendance: John Dillon, Director of Alumni (LIPC/14-15/7), Ms Sharon McIntyre, (Secretary to the Committee).

SECTION A

LIPC/14-15/5 Minutes

- 5.1** The minutes of the meeting of 19th May 2014 were amended to note Agenda item B2 and approved.
- 5.2** The minutes of the Special LIPC meeting of 22nd September 2014 were approved.

LIPC/14-15/6 Matters Arising

6.1 Legal Deposit Review Update

The Librarian confirmed that the Review of UK Legal deposit in TCD went to Board in June 2014. The overall recommendation of the report is that College continue its membership of the UK legal deposit system, while exploring diverse sources of funding to support the costs. The Librarian noted there are a number of outstanding issues relating to UK-e Legal Deposit to be resolved before the funding issue should be brought to Government.

6.2 Trinity Visitor Experience Update

The Librarian reported there are two sub programmes within the Trinity Visitor Experience, the first is being led by the Director of Commercialisation and includes the Visitor Welcome Centre in Regents House. The Librarian is leading on the second sub programme which includes the Old Library and reimagining the Book of Kells Exhibition. She has received approval for a Programme Manager to scope these projects, with a report planned in January 2015. The time scale on the Fáilte Ireland funding requires the money to be drawn down by June 2016.

6.3 College Digital Strategy Committee Update

The Chair reported that he had no information on this Committee but would investigate further for the next meeting.

- **Action 6a: The Chair will enquire further and feedback on the remit and membership of this committee.**

LIPC/14-15/7 Proposal for Alumni Card

7.1 John Dillon Director of Alumni presented the proposal for an Alumni Card to LIPC. The aim of this is to build a mutually beneficial engagement with Alumni, the benefits outlined in this proposal are similar to those provided by universities in the US to their Alumni.

7.2 The Librarian noted there were issues around e-access to Library material, which would require further investigation.

- 7.3** The Academic Secretary noted that while it was very important to increase engagement with alumni, there are some services listed in this proposal that we cannot provide to current students. The question was raised about the cost?
- 7.4** The Director of Alumni confirmed that he had commenced detailed conversations with the Library and IS Services.
- 7.4** The committee agreed with this initiative in principal but that the proposal required more detailed costing.

LIPC/14-15/8 On-Line Access for Retired Staff

- 8.1** The Chair noted that the original request had been for two things: retention of a TCD e-mail address and Library access for retired staff. The committee has now been asked to look into remote online access to resources.
- 8.2** The Deputy Director ISS noted that currently the system does not have the ability to identify different levels of access for different users. However a solution for this is currently being progressed.
- 8.3** The Academic Secretary noted that there are currently several workarounds in the access system and she strongly recommended that whatever the solution it has to encompass all the groups included in this.
- 8.4** Once this identification is possible in the system, there are still licencing complications which need to be resolved before online access can be granted to retired staff. Some agreements allow for retired staff access, but many do not.
- 8.5** The Librarian noted that there is further work and cost involved in renegotiating the licences that do not include retired staff. The original negotiation for these licences is often undertaken as part of a consortium making it more difficult to renegotiate.
- 8.6** The Librarian noted that there are requests for online access coming from a variety of different user groups. This needs to be reviewed as a whole by the Library, rather than on a case-by-case basis.

LIPC/14-15/9 GeneSIS II

- 9.1 The Deputy Director ISS updated the committee on the GeneSIS project. He confirmed that Phase I has finished technical delivery. He acknowledged that there are still outstanding items which had been taken out of the scope of Phase I.
- 9.2 He noted that full functionality of Phase I has not been achieved in Academic Registry as not all data has been migrated into the new system which has prevented some applications from coming fully online. Data migration is being held up by the requirement to clean records. However work is underway to resolve this.
- 9.3 The Academic Secretary noted that Academic Registry is currently operating so many workarounds that it is paralysed.
- 9.3 IS Services are currently working on a business case for funding for GeneSIS II, which will include items that were taken out of scope of Phase I (including TSM and the 'Diets' Module) and required improvements that have been identified in use.
- 9.4 The committee noted that there are some very significant day to day operational problems where the system is "Just not working".
 - **Action 9a: The Deputy/Director ISS will provide a detailed document to the next meeting of LIPC on what is being proposed and when it will be delivered.**

LIPC/14-15/10 Library Strategy

- 10.1 The Librarian confirmed that the document had been updated to include the feedback from this committee since the last meeting.
- 10.2 Since then it has been to Executive Officers Group, who are looking at the Library as a catalyst – the gateway to the University.
- 10.3 A document with the context of transformational change in education and transformational changes in Libraries will go to Council next week, following which the document will go to Board on 5th November for debate about the future of the Library in the context of the future of the University.

LIPC/14-15/11 External Membership for LIPC

- 11.1** The Chair noted that all other Principal Committees have external membership and asked the committee to consider if this is something for LIPC, and whether it would be helpful?
- 11.2** The College Secretary noted that on other Committees external members fill a skills gap. This committee should consider if such a gap exists here and identify potential candidate to fill this gap.
- 11.2** The Librarian confirmed she could identify excellent people.
- **Action 11a: The Librarian and Director of ISS to identify suitable candidates.**

LIPC/14-15/12 User Groups reporting (FIS & SITS)

- 12.1** The Chair noted that he has received requests from both the FIS and SITS Users' Groups to report to LIPC.
- 12.2** Following discussion it was agreed this was not the correct line of report for these groups.
- **Action 12a: The Chair is to contact the Chairs of these committees and let them know that they do not fall within the remit of this Committee.**

LIPC/14-15/13 Any Other Business

13.1 Research Collections Report

The Chair noted that a report on the Research Collections division in the Library had gone to the Library and College Archives User Group and he recommended that this be on the agenda for the January meeting of this committee.

- **Action 13a: The Library will present this paper at the next LIPC.**

LIPC/14-15/14 Date of Next Meeting

- 38.1** Provisionally, Monday 19th January 2015 at 15:00 in the Henry Jones Room, Old Library, to be reviewed.

SECTION B

LIPC/14-15/15 Minutes from Sub-Committees

- 15.1** The Committee noted the minutes of;
 - IS Services Users' Committee Meeting 29/04/14

Signed:

Date: