sherif User Group Committee Meeting:
Wednesday 17 August 2022

via MS Teams

In Attendance: Elaine Mulholland (C) Adam Edwards (VC), Jane Cooke (T), Adam Robinson (S), Nicola Tricker, Michelle Walker

		NOTES	ACTION
1.	**Apologies for absence –**	Susan Abbott	
2.	**Arrivals and departures – to include Enhancement Groups:**	Departures: We bid a fond farewell to Adam Edwards as he steps down from his VC role. We thank him for his many years of service and dedication to his various positions on the Committee and Enhancement Groups. Arrivals: We welcome Wendy Mears (Open University) taking the position of Chair for the ProQuest Enhancement Group.	
3.	**Minutes of the last ordinary meeting**	Minutes from the last meeting agreed.	
4.	**Matters arising**	**Possibility of adding PayPal button on the website for events:** Currently members can pay membership fees via PayPal directly on the sheriff website. It would be helpful to offer something similar for event places for those institutions who wish to send a delegate but do not wish to become members. This would also benefit sherif administration processes for event bookings, which rely on the manual creation of attendee event invoices and eliminate some of the confusion between the registered email addresses associated with the PayPal account for previous Treasurer post holders. It has been identified that certain communications may be lost a result of AE's email address no longer being valid as of the end of August.	JC/AR to explore options

		Discussed possibility of creating a new account / email address to ensure communications and notifications are channelled correctly together with the ability to embed a PayPal order button on event webpage.	
		JISC membership: Discussed position of allowing Jisc to be become members of sherif. Jisc collections are a provider as well as a consortium negotiating deals for the HE community. Whilst they are a registered non-profit charity, they also facilitate and aggregate sector agreements with publishers and profit making organisations which may represent a conflict of interest. The sheriff constitution explicitly forbids membership of this kind. Agreed Jisc provide an excellent service to sherif and the wider HE and FE community so a compromise to be considered: offering a free place for Jisc members to attend to sherif events in recognition of their support and investment. Agreed to explore a reciprocal arrangement in which sherif members can attend Jisc events.	EM to reach out to sheriff founders Fiona Bowtell and Elizabeth McHugh. Reach out to Liam Earney (Jisc) to discuss.
		Sherif website: discuss moving from http to https with a standalone sherif website Currently sherif website does not utilise https. Agreed it would be appropriate to upgrade the website security status. The website is currently hosted by The University of Bristol and SA is in the process of arranging with the IT team to transition the hosting to Exeter. Discussed alternative options in light of required changes. Agreed it would be beneficial to explore independent hosting to avoid future issues transitioning website hosting between sherif member institutions and to investigate options to integrate services such as email, event booking links, payments and other administration/management	JC to speak to Jennie Hillyard to get feedback on NAG website transition. Explore options with Rusty Monkey.

		processes in one fully integrated and centralised system. Discussed the example of NAG who utilised webhosting from Rusty Monkey – business development manager Jennie Hillyard oversaw this transition.	
5.	**Reports on liaison activity**		
5.1	**JISC Content Expert Group (CEG)**	None.	
5.4	**Research Councils** – Vacant Chair	None.	
5.5	**FE** – Vacant Chair	None.	EM to contact London South East Colleges to see if they would like to Chair the FE group.
6.	**Reports on enhancement groups**		
6.1	BSOL – Vacant Chair	None.	
6.2	IHS / CIS – Vacant Chair	None.	
6.3	EBSCO – Kath Halfpenny	None	
6.4	Ovid – Delyth Morris	None	

6.5	ProQuest – Adam Edwards	Attached.	
6.6	Scopus – Elizabeth McHugh	None.	
6.7	Web of Science – Vacant Chair	Expression of Interest from Karen Ball DSTL. Agreed to invite Karen Ball to post.	EM to invite Karen Ball.
7.	sherif Prize – 2022-23	It is time to invite submissions for the sheriff prize.	MW to send out email notifications
8.	**Event Planning –** June 2022	To be discussed at next meeting.	
9.	**Event Feedback**	To be discussed at next meeting.	
10.	**Treasurer's Update:** Jane Cooke	90 members in total. 88 members are HEIs. There are 2 FE members.	
11.	**Mailing Lists:** Michelle Walker		
12.	**Date and place of next Meeting**	Mid-September **ACTION:** create doodle poll to finalise date/time.	EM

| 13. | AOB | **Website profiles of committee** – agreed profile, bio and images of Committee to be shared and uploaded to sherif website.

Committee vacancies - EM stepping down as Chair at the end of 2022. EM will continue to stay on Committee and support new Chair as they transition into the role. Invited expressions of interest from within the committee. Also invited expressions of interest for VC role. | |

Sherif Proquest Enhancement Group
June 2022: Report to sherif Committee

Members

- Adam Edwards has resigned as chair as he is leaving Middlesex University.
- Wendy Mears, Open University, has agreed to take over as Chair from the December 2022
- meeting. Wendy has been a member of the EG for several years, so this is good continuity
- for the group.
- Adam has briefed Wendy on the role and sent her information including the EG information
- sheet.
- Activities
- Three issues came from member libraries. Meeting via Zoom means we were able to invite
- colleagues from Plymouth and Bangor to join the meeting and Clarivate were able to invite
- the technical experts from ExLibris and Proquest to respond.
- The matters raised were:
- Leganto: A request for academic staff to be able to sign off a reading list as complete
- and issues with single sign on access to resources.
- Alma collections title information: An example was Elsevier titles from 2021 being
- the latest information available, not 2022.
- Ebook records information and the eportfolio.
- Full details of the issues and the solutions proposed can be found in the full minutes of the
- meeting, to be posted on the sherif website.

Finally, just a word of thanks to all those who have been on the Proquest group during my time as chair and to the constructive relationship we have with the ExLibris Proquest colleagues, which is vital in ensuring the issues we raise are fixed for the good of the wider library community.

Adam Edwards
5.8.22