

· JIBS User Group Committee Meeting 1 December 2010
King's Manor, University of York

Minutes

1. Present: Fiona Bowtell, James Caudwell, Sue Cumberpatch (Chair), June Hedges, Roger Hines, Maggie Johnston, Ian Mayfield, Andria McGrath, Liz Stevenson

Apologies: Joan Bird, Mark Clowes, Louise Cole, Elizabeth McHugh, John Smith, Liz West

2. **Minutes of the last ordinary meeting, UCL 16 September 2010**

- Minutes approved

3. **Matters arising [not on main agenda]**

Admin support:-

- Denise Watkins has been paid for her administrative support and duties. Two new administrators had been found for support for JH and FB.

Membership and constitution:-

- The committee had worked on the draft of the revised constitution for the AGM and this was now all fine.
- Approval of membership changes (retiring and new members and changes of roles) would be sought at the AGM.
- It was noted that the committee still lacked representation from FE and it was decided to review this over 2011.

Liaison, working groups:-

- SC had written to Nick Woolley (Information Resources Manager, King's College London) asking him to take on the role of JIBS representation to Scopus and he was happy to do this. Nick has been added to JIBS Advisors in this capacity.
- RH had been in contact with IHS following Liam Earney's initial contact to start an enhancement group for IHS. RH is to continue negotiations with IHS to institute an ongoing enhancement group (rather than a one-off focus meeting). **[Action RH]**
- SC had been unable to attend the JISC Stakeholder Group meeting but will aim to send minutes to JIBS and report at a later date. **[Action SC]**
- OAPEN (Open Access Publishing in European Networks) is a new initiative to explore the benefits of open access publishing in the humanities and social sciences. SC is seeking involvement in it with her experience from the JISC national e-books observatory project. There was some discussion over the JISC methodology and the relative merits of sourcing titles for an OA platform from publishers and/or from early career academics. **[Action SC]**

Website, Google docs:-

- MC was not present at the meeting so will update the committee at the February 1 2011 meeting. It was agreed JH's offer to show Google docs to the committee would be postponed to the February meeting also when it was hoped more members would be present.

4. **Treasurer's report**

- JH reported that while the state of the finances was all in order for presentation

at the AGM and while the expenditure was less than the previous year, there was still a concern that the committee was spending more than it was making. The two major costs of committee expenses and workshop expenses amounted to double the main source of income from membership fees. Various ideas were discussed to alleviate the problem (seeking sponsorship for events; reducing membership of the committee). As these ideas had advantages and disadvantages it was agreed to hold an email conversation prior to the February 2011 meeting and discuss then when committee attendance would be better.

- It was decided to increase the membership fee from £55 to £70 p.a. for institutions. Approval for this would be sought at the AGM. The membership fee had not risen for some time. A description of the JIBS User Group's work and activities and services to the community would be sent with the renewal requests to emphasize the value of the membership fee to institutions. **[Action: FB, SC to write and send to JH]**

5 **Admin/Finance/Constitution matters**

- The AGM papers had been prepared and produced by AmberPrint. The committee would seek approval of the revised constitution at the AGM.
- Minutes need to be put on the web site as some are missing **[Action MC]**
- Phone number list needs updating and putting in the log in area of the web site. **[Action FB, MC]**
- **[Post meeting: MC to add all documents prepared for website and any minutes of meetings not yet added]**

6. **Committee membership & committee roles**

- SC thanked the four committee members who were retiring from JIBS at the AGM: Roger Hines, Joan Bird, Liz Stevenson and Ian Mayfield who will all continue to serve as JIBS Advisors
- SC welcomed Maggie Johnston onto the committee who was replacing Joan Bird as representative from the Research Councils.
- It was expected that Catherine Robertson (Birmingham), Julie Hamley (West of England) and Nadine Edwards (Greenwich) would attend the next meeting (February 1, 2011).
- Approval for the nominations of Fiona Bowtell as Chair, Liz West as Vice Chair and James Caudwell as Secretary would be sought at the AGM. **[Action: AM to re-arrange people on the appropriate mailing lists]**

7 **Meeting planning (next annual admin Feb 2011; meeting schedule 2011)**

- Agreed Committee needs to discuss timings and schedule for 2011 and 2012 but postponed to the February 1 2011 meeting when more of the committee will be present.

8 **Event planning**

- Much of the meeting was taken up by "emergency" planning for the workshop held the following day due to the extreme weather conditions affecting many aspects of the planning.
- Alternatives were discussed to the group work session in the afternoon and to the chairing of the day if the chair could not attend.

9 **JIBS Web site & blog**

These items were postponed to the February 1 2011 meeting.

- 10 **JIBS prize**
- Discussion on the Prize going forward into 2011 was curtailed as RH had to leave the meeting to collect brochures for the workshop the following day that had only reached the GPO depot due to the adverse weather conditions. Future responsibility for the Prize had to be arranged between RH and JH. A new section of the website had been set up dedicated to the Prize. [**Action: RH, JH, MC. Post-meeting: JH is to take this over**]
- 11 **Reports on enhancement groups**
- Reports from BSOL and Edina were noted as recently distributed to the committee via the maillist.
 - SC reported on her work with ProQuest to start an enhancement group. A conference call had been held with ProQuest in which ProQuest had noted that it had already set up a number of similar groups to receive user feedback. JIBS will continue to work towards an enhancement group with ProQuest, stressing the particular strengths of such a group for both sides and the growing share of the market that ProQuest now holds with library customers. The Open University has expressed an interest in being part of the group.
- 12 **AOB.** There was none.
- 13 **Date and venue for next meeting** [Confirmed post-meeting:] 1st February 2011 in the Yates meeting room at Rothamsted Research (Biotechnology and Biological Sciences Research Council), Harpenden