ShERIF User Group Committee Meeting: Friday 26th March 2021

via Microsoft Teams

In Attendance: Elaine Mulholland (Chair), Jane Cooke, Nicola Tricker, Michelle Walker, Suzanne Davies

		NOTES	ACTION
1.	**Apologies for absence –**	Adam Edwards, Adam Robinson, Amanda Parker, Ceri Clark, Klara Finnimore	
2.	**Arrivals and departures – to include Enhancement Groups:**	Kerry has stepped down from the Committee and the role of Secretary.	
3.	**Minutes of the last ordinary meeting**	Nicola approved the minutes from the last meeting.	
4.	**Matters arising**	The Secretary role is important and urgently needs to be filled. The aim is to have a consistent approach with regards to recruitment in the future. Elaine announced the vacancy during the AGM along with the enhancement group vacancies. Adam R. emailed Elaine to put himself forward.	
5.	**Reports on liaison activity**		
5.1	**JISC Content Expert Group (CEG) (previously the Content CollectionsStrategy Group (JCCSG))**	Jane attended a meeting on 3 March. The minutes are not yet available. Items discussed: • Elsevier • Rights retention Rights retention could impact on Open Access. This is of interest to RLUK and the Content Strategy Network. There are currently problems with inconsistencies in the documentation and the language. This is time consuming. There have been concerns raised about the complexity of this area of work.	
5.2	**EDINA** – Elaine Mulholland –	No report	
5.3	**Eduserv** – Nicola Tricker	Nicola to find out the contact at Eduserv following Jenny's departure.	NT

5.4	**Research Councils** – Ceri Clarke	No report	
5.5	**FE:** Amanda Parker	No report	
6.	**Reports on enhancement groups**		
		Some of the enhancement groups still have vacancies. Suggestion to be made to the other committee members on these groups to see if anyone would be prepared to step up. One more attempt at going back to the committees before going out to recruit. Michelle will ask a colleague in case they are interested. Suggestion made to ask someone new to join as a member, rather than as a chair or to contact the supplier in case they have a suitable contact. Elaine will contact members and / or previous chairs.	EM MW EM
6.1	BSOL – Vacant Chair	No report	
6.2	IHS / CIS – Vacant Chair	No report	
6.3	EBSCO – Kath Halfpenny	No report	
6.4	Ovid – Delyth Morris MorrisD13@cardiff.ac.uk	No report	
6.5	Proquest – Adam Edwards	No report	
6.6	Scopus – Elizabeth McHugh	No report	
6.7	Web of Science – sherif rep (Ceri Clarke)	No report	
7.	**Marketing and website:**	The dissertation slide on the prize webpage needs to be changed. Michelle to check for the version without photos.	MW / SD
8.	**AGM feedback / Summer Event:**	Feedback from the AGM - 14 responses which were all fine. • Mixed response to the number of breaks. • Suggestion of getting institutions to speak	

		• Jisc content was welcomed.	
		Michelle suggested breakout rooms to allow a chance to chat before the event begins.	
		Improvements suggested: • Plant some questions in advance • Pre-recorded questions as at Digifest? • A social networking break could be useful – to allow people to step away but keep the session open. • Subtitling for accessibility – set this up but it can be switched off if preferred. • Slide with the housekeeping prepared.	
		Michelle suggested a trial event with just Committee members to test out these features.	
		Ideas suggested for future events: • LMS move / systems review – too specific • Data – using data to influence decisions, particularly with regard to lockdown. See Digifest with OU and SCONUL. • Post Lockdown plans – blended approach • EBook / ETextbooks – lots have already covered this such as UCL Open Science	
		Mixed online and live events in the future – the experience is that this doesn't work well and needs technology and a physical set up.	
		The general opinion was to stay online for this event. Elaine's suggestion of strategic planning after COVID. - What has been dropped, what is new, what is likely to remain long-term. - Prioritise talks which have a takeaway.	
		Jane and Elaine to target speakers they have heard at other events.	JC/EM
		Nicola to send out an email to the group to ask for volunteers for the lightening talks.	NT
9.	**Changes to the constitution:**	No report	

10.	**Treasurer's Update:** Jane Cooke	82 subscriptions This is lower than last year (107). Adam could send out some targeted requests or tie it in with the event email. Elaine to promote again around August.	JC / AR EM
11.	**Roles, committee members:**	(See matters arising)	
12.	**Admin, Finance:**	-	
13	**Mailing Lists:**	A few emails have been bouncing back from the Jisc lists. Michelle will follow up on this. MW has provided statistics.	
14	**AOB:**	**None**	
15	**Date and place of next Meeting**	TBA, Doodle poll to be circulated	

JISCMAIL Statistics:

List	Members 24 March 2021	Subscribers joining 8 Dec 2020 – 24 March 2021	Leavers 8 Dec 2020 - 24 March 2021	No of posts 8 Dec 2020 - 24 March 2021
LIS-SHERIF-ADVISORS	9	0	0	2
LIS-SHERIF-CTTE	10	2	1	71
LIS-SHERIF-USERS	319	2	6	30