

**Bodleian Social Science Library: Committee on Library Provision and Strategy  
2.00pm, Friday 17 February 2023**

**Large Discussion Room, Social Science Library**

**MINUTES**

**1. Introductions and apologies**

**Present:**

*Academic members:* Ariell Ahearn Ligham (SoGE, Chair), James Forder (Economics), Aashish Gupta (Sociology), Nick Owen (DPIR), Samuel Singler (Criminology).

*Student members:* Shivangi Kaushik (ODID, International Development DPhil), Margaret Lim (Social Policy & Intervention), Daniel Tate (International Relations).

*Library members:* Aimee Burlakova (St Antony's College Library), Louise Clarke (Head of Social Sciences Libraries), Jo Gardner (Bodleian Social Science Librarian, Minutes), Andy Kernot (Social Science Library), Eleanor Peers (Social Science Library), Sarah Rhodes (Social Science Library), Helen Worrell (Social Sciences Libraries).

**Apologies received:** Matthew Hepplewhite (Politics), Rosie Huck (Geography DPhil), Haohao Lei (Sociology), Milan Marcus (Economics), Stefan Plumbuitu (Politics UG), Katerina Veliskova (ODID, Migration Studies MSc).

**2. Minutes of the last meeting and matters arising**

**2.1 ORLO reading lists**

The Committee noted a clarification to Item 3.3 Subject Support, and the minutes were updated and finalised. Further to this, Louise Clarke asked for expressions of interest from academic and students willing to discuss their use of ORLO for advocacy purposes.

**2.2 WiFi upgrade in the SSL**

Jo Gardner confirmed that during the Christmas Vacation four new access points were installed and two existing access points were moved and upgraded. Margaret Lim reported high satisfaction with the library WiFi.

**3. Social Science Library Report**

**3.1 Project to increase loanable books at the SSL**

Jo reported that during 2021-22, library staff converted 1,050 SSL 'Library Use Only' books published on or after 2017 to loanable. Library staff have now converted a further 1,700 'Library Use Only' books published during 2015 and 2016.

### **3.2 Subject support for Anthropology, Geography, African Studies, Slavonic and East European Studies, Internet Studies**

The Committee received the subject support reports, and welcomed Eleanor Peers as the new Subject Consultant for Slavonic and East European Studies. Eleanor commented that researchers associated with Russian and East European Studies are in a difficult position and are now working on new priorities for their research. Daniel Tate expressed his heartfelt thanks to SCOLMA for their work in donating books to the Jagger Library (destroyed by fire) at the University of Cape Town. All agreed this is an exciting initiative, and Sarah Rhodes will contact the Social Sciences Division [SSD] Communications Office to promote it further.

*ACTION: Sarah Rhodes.*

### **4. Bodleian Libraries Reports**

The Committee received the Bodleian Social Sciences Libraries report for Hilary Term 2023, and Louise drew attention to the following:

- Library Collections Budget: The SSD Planning and Resources Committee [PRC] has agreed a 3-year settlement for library collections. This year's library collections budget for SSD is currently 88% spent/committed.
- Open Access: The University has updated its open access policy in line with current funder requirements, and Louise urged all SSD authors to 'Act on Acceptance' and deposit their work on the Oxford Research Archive via Symplectic Elements.
- Review of Social Sciences Libraries Physical Space: Louise is compiling a paper on this for the SSD PRC. Daniel asked how the current Manor Road Building refurbishment project would influence the library, and Jo agreed to arrange a presentation on this for the Trinity Term Committee meeting. *ACTION: Jo Gardner.*
- Library Support for Research Practice in the SSD: Louise reported that 35 researchers had participated in focus groups and interviews, and this stage of the project is now complete.

### **5. Comments from student representatives:**

Daniel reported that the Department of Politics and International Relations [DPIR] advises their taught masters students to deposit a hard copy of their thesis at the Bodleian Library. Daniel also reported high satisfaction with Bodleian Libraries' support for students with disabilities, and noted that the online tools could benefit all students:

[www.bodleian.ox.ac.uk/services/disabled-readers](http://www.bodleian.ox.ac.uk/services/disabled-readers)

Margaret reported high satisfaction with the variety of study spaces and the convenience of the café upstairs, as well as the WiFi provision noted above. She passed on a request for more window-facing standing desks, which Jo will pursue. *ACTION: Jo Gardner.*

Daniel passed on a request for students to book SSL discussion rooms directly via Outlook. Jo explained that this may not be possible, as SSL discussion rooms are open to all library readers and bookings are staff-mediated to ensure that everyone complies with the booking limit (currently 3 hours per reader per day) and uses the room appropriately. Louise noted

that a combined calendar for viewing and booking all discussion rooms is a strategic priority for Bodleian Libraries.

Shivangi Kaushik asked if the library could provide cameras and microphones for students to use with the PCs in the discussion rooms. Jo noted that the PCs in the discussion rooms have pop-out webcams and inbuilt microphones, and readers may borrow headphones from the library issue desk.

**6. Comments from staff representatives:** None noted

**7. Items for Divisional CLiPS:**

This Committee will pass on its appreciation for the donation of books to the Jagger Library, and interest in the refurbishment project for the Manor Road Building.

**8. Any other business and date of next meeting:**

Jo noted that the library would like to review two low-use collections to send to the offsite storage facility, so that collections housed in central library sites continue to be useful and used. The collections earmarked for review are Statistics and Reports and Discussion and Working Papers, and these are part of a wide range of low-use materials that the SSL holds as a legacy of integrating 10 libraries. James Forder expressed some concern about losing the ability to browse serial runs in the library, and Jo will scope out the content and tasks involved for consultation at the Trinity Term Committee meeting.

Jo updated the Committee on SSL activities in support of the University Green Action Week and the Bodleian Libraries Wellbeing Week, both scheduled for 20-24 February 2023.

Date of next meeting: Friday 26 May, 2pm.