THE CHINESE UNIVERSITY OF HONG KONG LIBRARY
LIBRARY USERS GROUP MEETING (LUG)

42nd Meeting, Wednesday, October 7, 2015, 2:30 p.m.

Multi-purpose Room, New Asia College Library

Present:

Faculty Representatives:

Education	Prof. WONG Wan Chi
Engineering	Prof. ZHANG Shenyu
Medicine	Prof. Tony NELSON
Science	Prof. CHU Lee Man
Social Science	Prof. Nicole CHEUNG

Student Representatives:

Chung Chi College Student Union	Mr. Azrael YEE
C.W. Chu College Student Union	Mr. CHENG Tat Fan
Lee Woo Sing College Student Union	Miss. Minerva CHAN
New Asia College Student Union	Mr. Andy TANG
Postgraduate Student Association	Miss. WEI Fang
Shaw College Student Union	Miss. Heidi KO
United College Student Union	Mr. YIP Tsz Hin

Library Representatives:

Ms. Louise JONES, University Librarian (Chairperson)
Ms. Maria LAU, Deputy University Librarian
Dr. Louisa LAM, Head, RSDI
Mr. Kevin LEUNG, Acquisitions (Secretary)

Apologies:

Faculty Representatives:

Arts	Prof. Sidney CHEUNG
Business Administration	Prof. YANG Yong
Law	Prof. Rita CHEUNG

Student Representatives:

CUHK Student Union	Mr. Horace HUNG
Morningside College Student Union	Miss. Cawliet JIAO

	Welcome to Members Ms. Jones welcomed new members, Mr. Yip from United College Student Union, Miss Ko from Shaw College Student Union, Mr. Cheng from C.W. Chu College Student Union, Miss Chan from Lee Woo Sing College Student Union and Miss Wei from the CUPSA, to the meeting.	
LUG42/1	*Confirmation of Minutes* The minutes of the 41st meeting were confirmed without amendment.	
LUG42/2	*Matters Arising*	
LUG42/2/1	Open Forum on the move of the Philosophy Collection to United College Library (Re: LUG 41/6/1) Ms. Jones reported an Open Forum was held on May 28, 2015 to listen to stakeholders views on the move of the philosophy collection to United College. As a result the Library has developed criteria for options appraisal on collection moves (see Appendix 1) and welcomed comments from the members. There was approval at the meeting and students were given the opportunity to consult further and send any comments to Ms Jones in the next few weeks. The criteria will be used to evaluate future collections moves which will be discussed with LUG.	
LUG42/2/2	Safeguarding Personal Property (Re: LUG 41/5/4) Ms. Jones briefed members that alterations have been made at the library entrances to prevent people slipping through the turnstiles. She emphasised that users need to report if they had lost their CUHK Link or library cards to ITSC or the Library.	
LUG42/3	*Library Strategy*	
LUG42/3/1 **LUG42/3/2**	Update on CUHK Library Action Plan 2014/15 (Appendix 1) Update on CUHK Library Action Plan 2015/16 (Appendix 1) Ms. Jones highlighted the progress of the Library Action Plan 2014/15 and introduced the new Action Plan for 2015/16. Ms. Jones and Dr. Lam clarified some questions on AIMS and Open Access which was raised by Prof. Nelson.	
LUG42/3/3	JULAC shared Integrated Library System Ms. Jones reported that a tender had been issued and three library systems shortlisted for a joint evaluation in November by all eight UGC funded libraries. The target date for going live is Summer 2017.	
LUG42/3/4	JULAC shared Information Literacy multimedia courseware project Ms. Jones introduced the joint information literacy courseware project	

	funded by the UGC and involving all eight UGC funded libraries. The project is now underway and will last for three years. CUHK Library is now working with Social Sciences as part of the user behavior study.	
LUG42/4	*Library Collection*	
LUG42/4/1	Report on Book Fund 2015/16 Ms. Lau briefed members on the Book Fund allocation in 2015/16 which had been reduced by 1.9% from last year. Ms. Jones added that the situation was manageable at the moment but would monitor for the next few years as annual journal inflation continues to run at around 5%. She reported that the Library has submitted a HK8.5 million bid to RAC for one-off purchase of electronic resources.	
LUG42/4/2	Significant acquisitions and donation (see Appendix1) Ms. Jones shared the recent significant acquisitions and donations which have strengthened the Library collection.	
LUG42/4/3	Integration of American Studies Library Collection into CUHK Library Collection Ms. Jones reported that the American Studies Library collection was integrated into the main Library collection over the summer, with support from the donor.	
LUG42/4/4	Deduplication of Instructional Materials Collection at Chung Chi College Library Deduplication has been carried out this summer with support from the faculty. Ms. Jones reported that the duplication rate was 20% and the duplicate titles have been donated to local institutions.	
LUG42/4/5	Update on Digital Initiatives Dr. Lam introduced the digitization projects underway, including the Chinese Medicine rare books and Pian collection. All the digitized content will be stored in an open-access digital repository. She also briefed members on the joint project with CUHK Art Museum on Sheng Xuanhuai (盛宣懷) archive which would be available in Summer 2016.	
LUG42/5	*Services*	
LUG42/5/1	Introduction to the new Research Support and Digital Initiatives team Dr. Lam introduced the new RDSI team, their remit and some of their work on the AIMS project and the digital scholarship service. They will be visiting faculties and departments in the near future.	
LUG42/5/2	New Library website Ms. Jones highlighted the features of the new Library website, including its mobile responsive design, the Today's Opening Hours & PC Availability, interactive floor plan and LibGuides. Members welcomed	

	the new Library website design.		
LUG42/5/3	LibGuides and LibAnswers Ms. Jones introduced the new LibGuides and LibAnswers to members, including a live demonstration of Chat software. Members were told about plans for a WhatsApp enquiry service, and it was felt that a Wechat service for postgraduates would also be helpful. Prof. Nelson commented that it would be useful for the pages on 'Getting Started' and Top 10 tips to be highly visible all year round not just at the start of term. Miss Chan and Miss Ko asked about the accessing electronic resources and were assured that there was currently no change.	LIBRARY	
LUG42/5/4	Update on RFID implementation Ms. Jones reported that an RFID book sorter was now available in New Asia College Library and it would also be installed in the University Library and Chung Chi Library next summer.		
LUG42/5/5	Update on OnePass and the Library system Due to security concerns from ITSC, the introduction of OnePass for the Library has been postponed to Summer 2016. Prof. Wong asked if adjunct professors could use the Library. Ms. Jones will clarify and contact the Faculty of Education.	LIBRARY	
LUG42/5/6	Changes in payment mechanism for printing/scanning/copying from 2016 Members were briefed that the auto-charging system for printing will be decommissioned by ITSC in Summer 2016 and as a result the Library will be switching to using Octopus for payment of all printing, scanning and copying by users.		
LUG42/6	***Space and Renovation***		
LUG42/6/1	New Asia Library in Summer 2015 Ms. Jones reported the New Asia Library renovation was successfully completed this Summer. Members were invited to take a look at the end of the meeting. Mr. Tang asked if the G/F of the New Asia Library could be opened 24-hour. Ms. Jones responded that it would have energy consumption issues and is not being considered at this moment. However, she would closely monitor the use of the Library and make recommendations when necessary.		
LUG42/6/2	United College Library in Summer 2015 Ms. Jones re-iterated the rationale behind the move of the philosophy collection, and explained that further re-design of space in United College Library will take place. The Library is committed as promised at the Open Forum, to review the location of the philosophy collection		

	as part of the redevelopment of United College Library.	
LUG42/6/3	Space improvement work at the University Library in Summer 2015 Ms. Jones showed the improvement works completed in summer 2015. These included the creation of a Special Collections reading room, improvements to User Education Room 2 and enhanced sound-proofing of the Bubble Rooms in the Learning Garden.	
LUG42/6/4	Space and renovation for 2016 Dr. Lam introduced the digital scholarship service and Digital Scholarship Lab in the University Library. Prof. Nelson asked about the big data management and Dr. Lam replied the Lab supported data visualization and the research data management would be considered in the future. Ms. Jones showed the drawing of the user service counter in the University Library which would be renovated to incorporate self-service facilities. She will update members for the progress. Members asked that the proposed location of the service desk be moved closer to the library entrance. The Library agreed to take the comments back to the architect. Ms. Jones showed comments from the Libqual survey about Chung Chi Library, with users asking for more library study space. She explained that re-design of space in Chung Chi Library was required as it was the second busiest library. In addition the education collection and religion collection need to stay at Chung Chi and the Music department want to integrate their audio-visual library into Chung Chi. It is an opportunity to move library music material to Chung Chi as well and create a significant music library on the 2nd floor. Members discussed the relocation of different subject collections, including the move of Japanese studies, and the use of compact bookshelves to free up space. Ms. Jones commented that the G/F could be renovated as a learning cluster and the 1/F and 2/F could be the quiet floors for studying and print collection. She welcomed members' views and comments and further consultation will take place.	LIBRARY
LUG42/6/5	United College Library AA&I Bid The Library is considering an AA&I bid for the renovation of United College Library for summer 2017. At the moment the Library has had very preliminary discussion with CDO and further extensive consultation will be necessary.	
LUG42/7	*A.O.B. and Date of Next Meeting*	
LUG42/7/1	Self Pick Up Hold Ms. Jones showed the different slips used for self pick-up of holds in the University Library which had been introduced this summer. There is a	

	need to balance convenience and privacy, but as a complaint has been received about the current system members were asked their views. Members opted for showing last 4-digit of library card number on the self pick up hold slip. The Library will change its practice accordingly.	LIBRARY
LUG42/7/2	***The meeting was adjourned at 4:45 p.m.***	
	<u>Date of Next Meeting</u> ***January 8, 2016 at 10:00 a.m.***	

香港中文大學圖書館
The Chinese University of Hong Kong Library

42ⁿᵈ Library User Group Meeting

October 7th, 2015

2.1 Comparison of on campus Library Branches (Sep 2015)

	CCL	NAL	UCL
	Music, Religious, Education and Japanese Lang.	Fine arts and Chinese Lang. & Literature	Philosophy and AV materials
Collection	339,311 + 48, 000~ closed stack items	ca. 265,000	ca. 47,000+ AV+ microfilm collection
Floor size	2746 m^2	2949 m^2	1737 m^2
seating	582	368	380
workstation	66	53	55
Users entering Library 2014-15	541,609	163,572	178,110
Remarks		Compact shelving added summer 2015	*ILC occupies part of 1st floor * Low floor loading capacity

2.1 Draft Criteria for options appraisal

- Integrity of the subject collections to facilitate user experience and serendipity
- Adjacency to relative teaching departments
- Anticipated collection growth by subject
- Usage evidence across campus branches
- Meeting demand and optimize study spaces for undergraduates and postgraduates
- College tradition and opinion
- Students opinion
- Faculties opinion

2.1 Voices from users about CCL

- 自修空間小,自修位不夠
- 可以有更多自修位置,學生時常空佔位置
- 大致上學習環境良好,但崇基圖書館經常沒有位子
- 增加自修室坐位
- cclib很多時候座位不夠,如果可以再有更多個人自修位置會更好
- 崇基學院圖書館需要擴建空間及設施更現代化
- cclib環境需更廣闊,更多自修空間
- 可增設自修書桌
- 請提供更多個人座位
- 我認為可增加電腦及自修空間。

- The CC Library needs expansion and more study space.
- I found that CClib is always crowded and all the seats are not available, especially during mid term period.
- More studying area and discussion area
- There are not enough seats for readers.
- not enough space in the cc library. Always crowded. hope more single-seat desks can be added at the same time
- CC needs more study space, it is too crowded
- Overall, the Chung Chi College is a great resource. The one complaint I would have is more quiet study space, especially rooms that are open 24 hours. The silent reading room is a bit small and clustered. These suggestions all deal with changing the physical layout of the library, but in terms of the services, the library is excellent.

* Comments on Chung Chi Library extracted from LibQual Survey Nov 2014

2.2 Safeguarding Personal Property

Before

After

2.2 Safeguard Personal Property

Before

After

香港中文大學圖書館
The Chinese University of Hong Kong Library

3.1 & 3.2 Library Action Plans

During 2014/15…

- New look Library website
- New Asia Library redevelopment
- RFID Self service at Medical Library and New Asia Library
- Launched CUHK ETD open access collection
- 3D printing and multi-media area in the Learning Garden
- *ResearchSmart* tutorial
- Training on Researcher ID and support for *Mendeley*
- Projects: AIMS, JULAC ILS & IL courseware
- First public Collection Development Policy
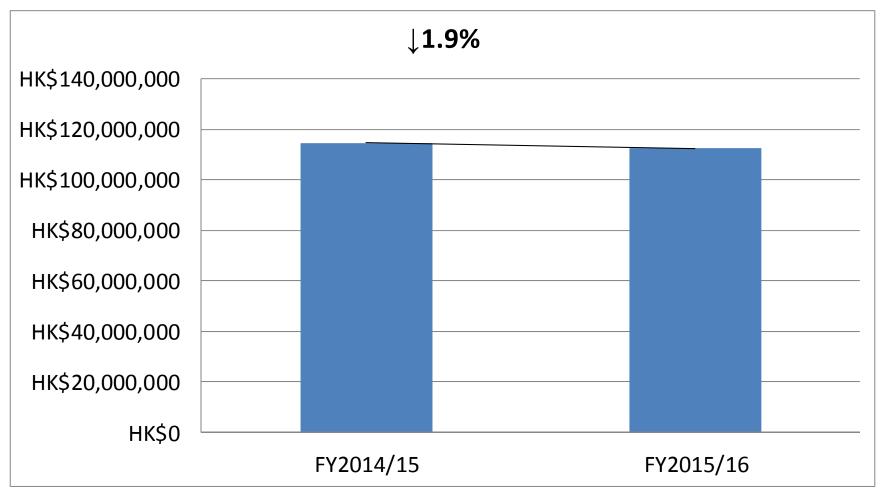- Libqual+ survey, best results ever

This Year

- Establish Digital Scholarship Service (Aug 2015)
- Support AIMS project (Dec 2015)
- Open Digital Scholarship Lab (Spring 2016)
- RFID Self Service at University Library
- RFID Self Service at Chung Chi Library (Summer 2016)
- Consult and plan for redevelopment of United College Library
- Complete *Pian* and *Chinese Medicine Rare Books* digitization projects
- Tender for JULAC Shared Integrated Library System
- Participate in JULAC Shared Information Literacy Multimedia Courseware Project
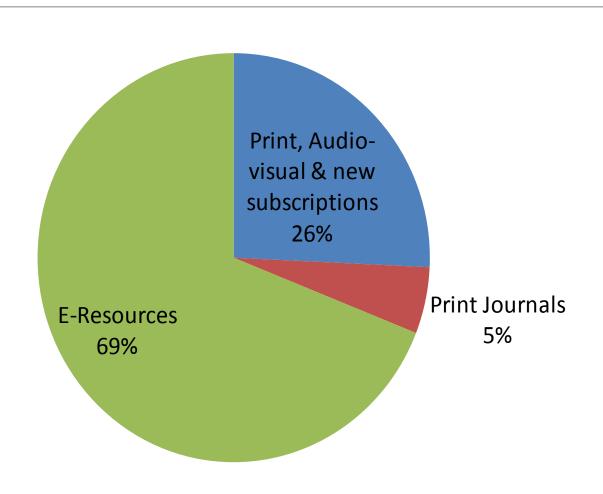
4.1 Book Fund 15/16

↓**1.9%**

	FY2014/15	FY2015/16
HK$140,000,000		
HK$120,000,000		
HK$100,000,000		
HK$80,000,000		
HK$60,000,000		
HK$40,000,000		
HK$20,000,000		
HK$0		

4.1 Budget Percentage

4.2 Significant acquisitions (Print)

Title	Author	Publisher
Das Königliche Hoftheater zu Dresden	Semper, Gottfried	Braunschweig : Druck und Verlag von Friedrich Vieweg und Sohn, 1849
Dell' historia della China, desoritta nella lingua spagnola / dal P. Maestro Giovanni Gonzalez di Mendozza ; et tradotta nell' italiana, dal magn. M. Francesco Auanzo ; Parti dve, diuise in tre libri & in tre viaggi, fatti in quei paesi, da i padri agostiniani, & franciscani.	González de Mendoza, Juan, 1545-1618.	Venetia : Appresso Andrea Muschio, 1586.
Sammlung architectonischer Entwürfe von Schinkel enthaltend theils Werke welche ausgeführt sind, theils Gegenstände deren Ausführung beabsichtigt wurde	Schinkel, Karl Friedrich	Berlin : Bei L.W. Wittich, 1819-1831
道光朝上諭檔(全30冊)	中國第一歷史檔案館編	桂林市 : 广西师范大学出版社, 2008.
嘉慶朝上諭檔(全25冊)	中國第一歷史檔案館編	桂林市 : 广西师范大学出版社, 2008.
清代私家藏書目錄題跋叢刊(全18冊)	李萬健, 鄧詠秋編	北京市 : 國家圖書館出版社, 2010.
清代地契.		
明鈔本魚鱗圖冊(1函6冊)		

4.2 Significant acquisitions (E-Resources)

Title	Type	Platform
AccessPediatrics	Database / Book	McGraw-Hill
Audit Analytics	Database	Audit analytics
Bankscope	Database	Bankscope
Chinese Students' Monthly Online	Database	Brill
Church missionary society periodicals	Database	Adam Matthew
ESG manager on campus	Database	ESG manager on campus
Filmakers Library Online	Database / AV	Alexander Street Press
Gideon	Database	EBSCOhost
Japan Chronicle	Database	Brill
Journal of Medical Insight	Database / Journal	Journal of Medical Insight
JSTOR Arts & Sciences XI	Database / Journal	JSTOR
JSTOR Arts & Sciences XII	Database / Journal	JSTOR
Neurology Collection	Database / Book	McGraw-Hill
Nursing Assessment in Video	Database / AV	Alexander Street Press
Nursing Reference Center Plus	Database	EBSCOhost
ObGyn Collection	Database	McGraw-Hill
OMMBID	Database / Book	McGraw-Hill
ProQuest Historical Newspapers: Chinese Newspapers Collection	Database / Journal	ProQuest
SpringerLINK Archive - Humanities, Social Sciences and Law	Database / Journal	SpringerLink
Visible body	Database	OvidSP
Western Books on China up to 1850 online	Database	Brill
萬方數據. 新方志	Database	Wanfang Data

4.2 Significant donations

- Donations of Professor Chong Siu Cheung Chinese Medicine Collection via Prof. Kong Yun Cheung (2,485 items)

- Donations of Gu Zhaoshen Papers via Mr. Huang Jundong (121 items)

- 古典建築研究應用基金會（香港）有限公司 (Classic Buildings Research & Application Foundation (Hong Kong) Co. Ltd. (3 items)

- 星雲大師 (Venerable Master Hsing Yun) (16 items)

4.2 Professor Eric Lye Kum Chew Collection

- Donated materials prepared and collected by Professor Eric Lye Kum Chew, Emeritus Professor and retired Chair of HKU Faculty of Architecture, passed away on September 19, 2003, aged 70.

- The collection consists of 331 titles in 383 volumes (including monographs, sketches & sketches with frame).

5.4 RFID book sorter in New Asia Library

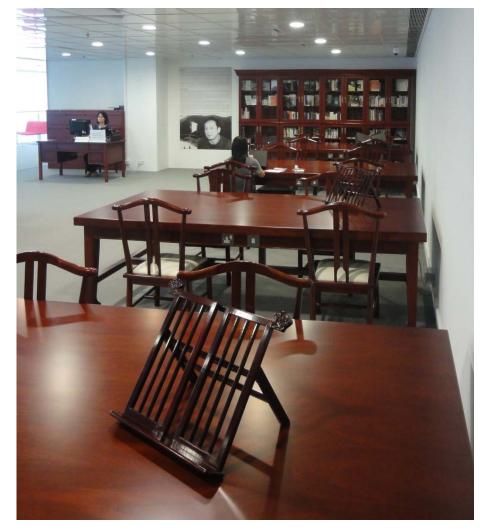# 5.4 RFID book drop in Medical Library

6.1 New Asia College Library

6.3 Space improvement work at the CUHK Library

Special Collection Room

6.3 Improved Hong Kong Studies shelving

6.3 University Library
Classroom Transformation for User Education Room 2

Before

After

5 rows all facing to the front

- 8 sets of C-shaped tables
- 2 big LED screens
- Wider walkway to facilitate group activities

6.3 Classroom Transformation for User Education Room 2

- Technology-rich learning facilities including big LED TVs, AV Control System, laptop computers, Wi-Fi connection, etc.

- C-shaped table and wider walkway to facilitate group discussion.

- New classroom software developed by CLEAR to enhance instructor-student interaction:

  - uReply
    - Teacher asks a question on the teacher computer; and students input answers via students' computer or their own mobile devices.

  - Edsight
    - Students can view teacher's computer screen on their own computer/mobile devices.
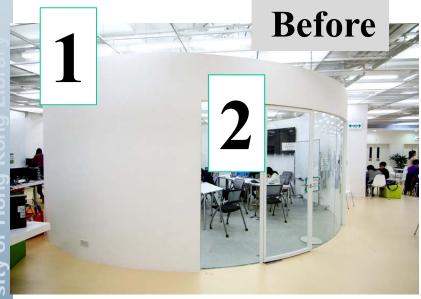   - Teacher can conveniently monitor all students' computers on his/her own computer screen.

6.3 Learning Garden
Improvement works for sound insulation of Bubble Group Study Rooms

Before

1

2

After

1

2

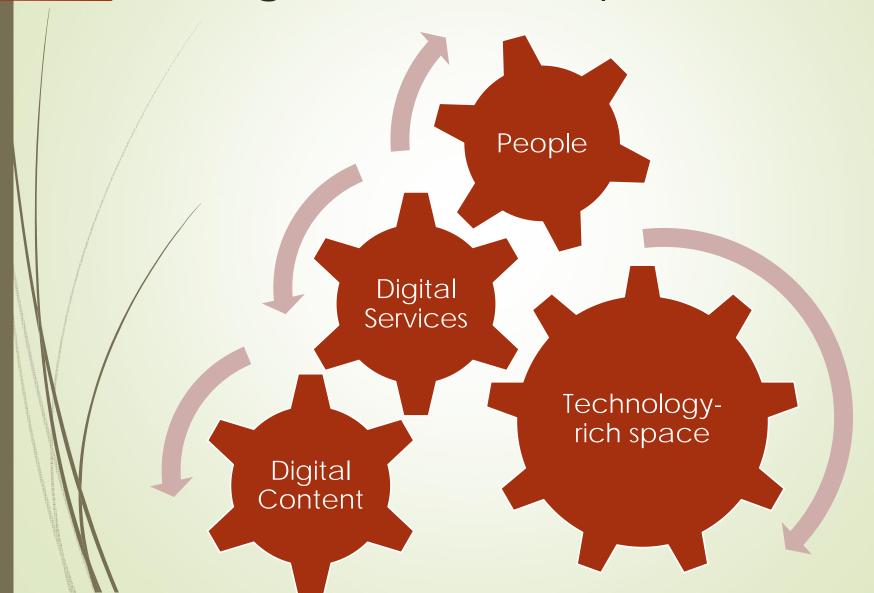Preventing sound escape through air vents between the walls and ceilings:
1. All walls of the Bubble Rooms are heightened; and
2. Suspended ceilings are installed with sound absorbing materials.

6.4 Digital Scholarship Service at CUHK Library
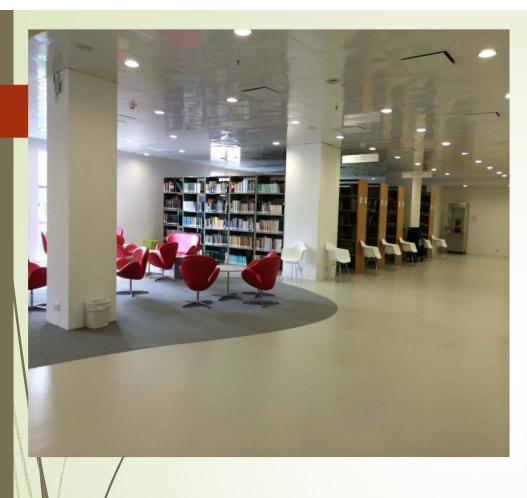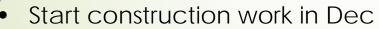
Digital Scholarship Service

People

- Digital Scholarship Librarian – Kitty Siu

- Digital Scholarship Lab Team –

  - Lab Manager – Kitty Siu

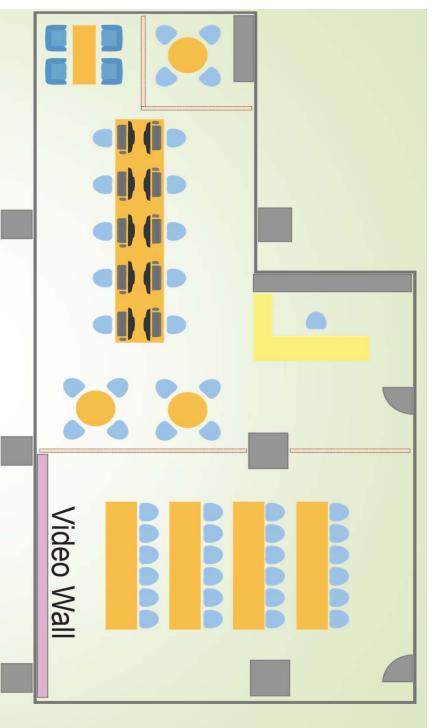 - Support Team – Computer Technicians, Research Assistants

Technology-Rich Space – Digital Scholarship Lab

- Start construction work in Dec
- Anticipated completion: April 2016

Video Wall

Services at the Lab

- Video Visualization Wall

  - 12 55-inch LED screens, which can be used together to show a single 7 foot x 6 foot image or video at 24 megapixel resolution, or linked to individual touch-screen monitors for groups or classes working on collaborative projects

  - Facilitate big data visualization and cultivate collaboration

- Discussion Area: fast speed computers for discussion and individual use

- Hardware and software to support digital scholarship research (e.g. ArcGIS)

- Seminars and forum to promote skills and experience sharing on digital humanities tools and methodology

- Showcase DS / DH projects
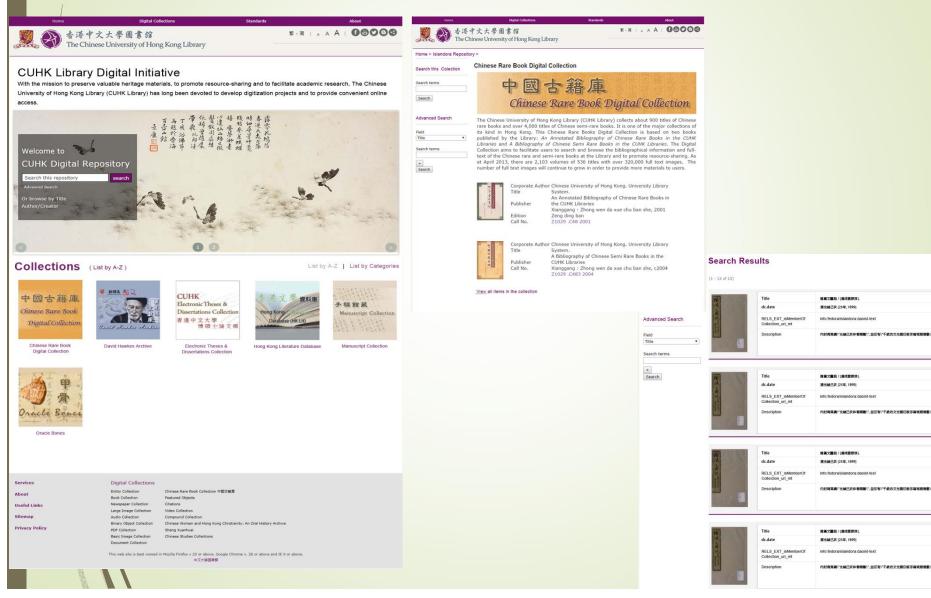
- Technical Support and consulting

Digital Content

- Explore opportunities for collaboration with Faculty – library provides consultation, expertise and project management

- On discussion with Anthropology Department on a DH project – making use of GIS to mark relics from old anthropology sites along the Yantze River

- The content will be available in a new Digital Repository

Digital Repository

6.4 SELF-SERVICE AT UNIVERSITY LIBRARY

DRAFT

OPEN OFFICE
approx 80sqm

1500

copy machine

worktop 2200x1200   worktop 2200x1200

SUPPORT OFFICE & WORK AREA

cctv   1560   1500

storage   book carts total 20

950   BOOKSORTER

1895   750

DN 22R

UP 26R   pantry

SELF-CHECK & COMPUTER STATIONS

EXISTING CLOSET TO BE KEPT

SELF-CHECKOUT MACHINES

TROLLEY

INTERACTIVE HELP DESK

HELP DESK

*GREY COLOR INDICATES
FLOOR FINISH WILL BE ALTERED TO HIGHLIGHT THIS AREA

INFO DESK