

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

ACTION

	<i>Welcome to Members</i>	
	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	<i>Confirmation of Minutes</i>	
	The minutes of the 41st meeting were confirmed without amendment.	
LUG42/2	<i>Matters Arising</i>	
LUG42/2/1	<u>Open Forum on the move of the Philosophy Collection to United College Library</u> (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	<u>Safeguarding Personal Property</u> (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	<i>Library Strategy</i>	
LUG42/3/1 LUG42/3/2	<u>Update on CUHK Library Action Plan 2014/15 (Appendix 1)</u> <u>Update on CUHK Library Action Plan 2015/16 (Appendix 1)</u>	
	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	<u>JULAC shared Integrated Library System</u>	
	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	<u>JULAC shared Information Literacy multimedia courseware project</u>	
	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	<i>Library Collection</i>	
LUG42/4/1	<p><u>Report on Book Fund 2015/16</u></p> <p>Ms. Lau briefed members on the Book Fund allocation in 2015/16 which had been reduced by 1.9% from last year.</p> <p>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.</p>	
LUG42/4/2	<p><u>Significant acquisitions and donation (see Appendix1)</u></p> <p>Ms. Jones shared the recent significant acquisitions and donations which have strengthened the Library collection.</p>	
LUG42/4/3	<p><u>Integration of American Studies Library Collection into CUHK Library Collection</u></p> <p>Ms. Jones reported that the American Studies Library collection was integrated into the main Library collection over the summer, with support from the donor.</p>	
LUG42/4/4	<p><u>Deduplication of Instructional Materials Collection at Chung Chi College Library</u></p> <p>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.</p>	
LUG42/4/5	<p><u>Update on Digital Initiatives</u></p> <p>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.</p>	
LUG42/5	<i>Services</i>	
LUG42/5/1	<p><u>Introduction to the new Research Support and Digital Initiatives team</u></p> <p>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.</p>	
LUG42/5/2	<p><u>New Library website</u></p> <p>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</p>	

	the new Library website design.	
LUG42/5/3	<p><u>LibGuides and LibAnswers</u></p> <p>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.</p> <p>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.</p>	LIBRARY
LUG42/5/4	<p><u>Update on RFID implementation</u></p> <p>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.</p>	
LUG42/5/5	<p><u>Update on OnePass and the Library system</u></p> <p>Due to security concerns from ITSC, the introduction of OnePass for the Library has been postponed to Summer 2016.</p> <p>Prof. Wong asked if adjunct professors could use the Library. Ms. Jones will clarify and contact the Faculty of Education.</p>	LIBRARY
LUG42/5/6	<p><u>Changes in payment mechanism for printing/scanning/copying from 2016</u></p> <p>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.</p>	
LUG42/6	<i>Space and Renovation</i>	
LUG42/6/1	<p><u>New Asia Library in Summer 2015</u></p> <p>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.</p> <p>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.</p>	
LUG42/6/2	<p><u>United College Library in Summer 2015</u></p> <p>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</p>	

	as part of the redevelopment of United College Library.	
LUG42/6/3	<p><u>Space improvement work at the University Library in Summer 2015</u></p> <p>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.</p>	
LUG42/6/4	<p><u>Space and renovation for 2016</u></p> <p>Dr. Lam introduced the digital scholarship service and Digital Scholarship Lab in the University Library.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	LIBRARY
LUG42/6/5	<p><u>United College Library AA&I Bid</u></p> <p>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.</p>	
LUG42/7	<i>A.O.B. and Date of Next Meeting</i>	
LUG42/7/1	<p><u>Self Pick Up Hold</u></p> <p>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</p>	

	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	<i>The meeting was adjourned at 4:45 p.m.</i>	
	<u>Date of Next Meeting</u> <i>January 8, 2016 at 10:00 a.m.</i>	