

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

**54<sup>th</sup> Meeting, Friday, June 12<sup>th</sup>, 10:00 a.m.**  
**(via ZOOM)**

**Present:**

**Faculty Representatives:**

Arts	Prof. Sidney CHEUNG
Business Administration	Prof. Jaimie LIEN
Education	Prof. Gary WONG
Law	Mr. Arthur LEE
Medicine	Prof. Tony NELSON
Science	Prof. LIN Yuanyuan

**Student Representatives:**

Lee Woo Sing College Student Union	Miss Abigail CHEUNG
Morningside College Student Union	Miss Anna Bülow FUGLSANG
Postgraduate Student Association	Miss Evelyn, PEI
S.H. Ho College Student Union	Miss Hermes, CHAN
Shaw College Student Union	Miss LEE Cheuk Sin
Wu Yee Sun College Student Union	Miss TSE, Hoi Yan

**Library Representatives:**

Ms. Louise JONES, University Librarian (Chairperson)  
Dr. Maria LAU, Deputy University Librarian  
Mr. John BAHRIJ, Associate University Librarian  
Ms. Patti CHEUNG, Associate University Librarian  
Ms. Doris CHAN, Faculty Liaison Librarian (Secretary)

**Apologies:**

**Faculty Representatives:**

Engineering	Prof. Minghua CHEN
Social Science	Prof. Nicole CHEUNG

**Student Representatives:**

C.W.Chu College Student Union	Mr. HO Wang Kai
Chung Chi College Student Union	Miss LEUNG Pui Yi
Chinese University Student Union	Mr. Nicholas, HO
New Asia College Student Union	Mr. YEUNG Lot Man
United College Student Union	Mr. WONG Tsz Yu

	<p><b><i>Welcome to Members</i></b></p> <p>Ms. Jones welcomed all new student representatives to the meeting and thanked all the previous members for their contribution.</p>	
LUG54/1	<p><b><i>Confirmation of Minutes</i></b></p> <p>The minutes of the 53<sup>rd</sup> meeting were confirmed without amendment.</p>	
LUG/54/2	<p><b><i>Matters Arising</i></b></p> <p>None identified.</p>	
LUG/54/3	<p><b><i>Library Strategy</i></b></p>	
LUG/54/3/1	<p><b><u>Library During the COVID-19 Pandemic</u></b></p> <p>Ms. Jones reported on the major Library moves and supporting services during the COVID-19 pandemic, including online – Zoom-a-librarian new service, Print to E-copy service for books held in print only, acquisition of E-copy for course reserve books, on-demand digitization of books without copyright issues, make 20,225 local archive TV programmes temporarily accessible via CUHK VPN, established digital course pack service with additional funding from the University, loaning of IMC Collection, Mingguo digital book collection on campus, updating temporarily free resources from academic publishers worldwide, laptop loan scheme, and tested the new China based VPN.</p> <p>Mr. Lee asked questions related to book drops and return. Ms. Jones explained the operation of book drops.</p> <p>Prof. Wong suggested to start negotiating with publishers for e-versions of the IMC Collection. Ms. Jones agreed and the Library will work on it.</p> <p>Mr. Lee asked questions on the acquisition model for e-materials. Ms. Jones explained the publishers’ models vary, some for example will not sell textbooks to libraries, but the Library will try to acquire an e-copy if possible.</p>	LIBRARY
LUG/54/3/2	<p><b><u>Library Action Plan 2019/20 Update</u></b></p> <p>Ms. Jones reported on the Library’s achievements despite the challenges of social unrest and COVID-19, which include: launch of the Makerspace, completion of Chung Chi Library renovation – music floor, piloting of remote locker, improvements in LibrarySearch accessibility and mobile interface, launch of the ReadingList, completion of RAS 2020, launch of the open access consultation, launch of digitized special Collections – Pian, Bei Shan Tang, Cantonese Opera Postbills; IIF standard implemented for the repository, an MOU signed with the University of Toronto, and participation in <i>LibFest</i> with the Hong Kong Public Libraries.</p>	

<b>LUG/54/3/3</b>	<u>Draft Library Action Plan 2020/21</u>  Ms. Jones shared the draft Library action plan for 2020/21 which includes: continuing the digital first policy and social distancing, renovation of space for the Hong Kong Literature collection and Phase II of the Hong Kong Literature Database redevelopment project, support for any University and UGC developments on Open Access and Research Data Management etc.	
<b>LUG/54/4</b>	<b><i>Library Collections</i></b>	
<b>LUG/54/4/1</b>	<u>Book Fund</u>  Ms. Cheung reported the balance of the book fund as at 22 <sup>nd</sup> May was about HK\$9.9M.	
<b>LUG/54/4/2</b>	<u>Significant Acquisitions and Donations</u>  Ms. Cheung tabled the details of significant acquisitions and donations.	
<b>LUG/54/4/3</b>	<u>Update on Digital Initiatives</u>  Dr. Lau highlighted some of the digital collections in the CUHK Digital Repository, including the Bei Shan Tang Collection and the Postbills of Cantonese Opera.  She also briefed members on some of the digital projects like, the “Author Frequency of The Chinese Student Weekly” and the “Uncovering the History of the Fuxi-Style Qin in the Rulan Chao Pian Collection”.	
<b>LUG/54/5</b>	<b><i>Services</i></b>	
<b>LUG/54/5/1</b>	<u>Remote Locker Pilot</u>  Ms. Jones reported that the remote locker pilot was successfully set up at the Shaw College with positive feedback.	
<b>LUG/54/5/2</b>	<u>Research Data Management</u>  Ms. Jones reported on the establishment of the RDM Task Force and also shared the latest developments and initiatives of the Task Force.	
<b>LUG/54/5/3</b>	<u>EndNote</u>  EndNote was launched in December 2019 and the feedback was positive.	
<b>LUG/54/5/4</b>	<u>Theses and Dissertations Submission</u>	

	Dr. Lau shared the new ETD submission process which the Library has been working on with the Graduate School and ITSC, with the members. The submission process is going to turn paperless and it is expected to be launched this year.	
<b>LUG/54/5/5</b>	<u>Exam Papers</u>  The potential need for an exam papers database for postgraduate students was raised and the Library will work with the Postgraduate Student Association representative and seeks further comments on it.	LIBRARY
<b>LUG/54/5/6</b>	<u>Online Payment by Credit Card for Library Fees &amp; Fines</u>  Ms. Jones introduced the new services to the members and users can now make payment using their credit card online without the need to go to the Library.	
<b>LUG/54/5/7</b>	<u>New Additions List</u>  Ms Cheung demonstrated the newly designed New Additions webpage and highlighted its layout and features.	
<b>LUG/54/6</b>	<i>Space and Renovation</i>	
<b>LUG/54/6/1</b>	<u>Law Library Renovation</u>  Mr. Bahrij reported on the Law Library renovation plan which will be completed in mid-August 2020.	
<b>LUG/54/6/2</b>	<u>Medical Library PWH Redevelopment</u>  Mr. Bahrij reported the on Medical Library PWH redevelopment plan: Phase II - Stage I was scheduled in 2028/29 and Phase II - Stage II was scheduled in 2038.	
<b>LUG/54/7</b>	<i>A.O.B.</i>	
	The meeting was adjourned at 11:20 a.m.	