A meeting of the Library Committee was held on Wednesday 21 January 2015 at 13.15 in the Richard King Room.

Those present were Dacia Viejo-Rose (Fellow Librarian), Elisabeth Leedham-Green (College Archivist), Espen Koht (Computer Officer), Jasna Vilic (Student Librarian), and Giles Shaw (DCSA representative).

1. Apologies were received from Gulay Bozkurt, Peter Anderson, and Boris Jardine (Munby Fellow).

2. The Minutes of the last meeting of 29 October were approved.

3. There were no declarations of interest.

4. The Fellow Librarian reported that she still had a meeting pending with the Domestic Bursar to discuss the budget for new shelves (See Addendum of the Minutes of the previous meeting). She also tabled the Library Committee’s Annual Report for 2013-2014 that had been circulated to the Governing Body at the final meeting of the year on 1 December 2014. She mentioned that in her oral report to the Governing Body she emphasized the space dilemma, and the decision made by the Library Committee to prioritize the space as a Study Centre over its use to house a Library collection.

Careful management of the library collection is clearly called for and the Committee agreed on the need for a policy document setting out guidelines for how to de-accession books that are duplicates or textbooks that have become out-dated. Elisabeth Leedham-Green offered to check if Peterhouse has such a document that we could use as a model to develop guidelines for Darwin College.

As a follow-up to previous conversations the DCSA representative reported that the DCSA had discussed the Library Committee’s suggestion of using the bookshelves in the Reading Room to house the Library’s collection of crime fiction. The DCSA was in agreement with making better use of this space. The DCSA representative also reported that they had no moral objection to installing bookshelves in the TV room as a secondary measure were the Reading Room to prove insufficient. A discussion ensued about whether the books placed in the Reading Room should still have barcodes and be catalogued, it was agreed that they should be both. The Computer Officer suggested that a checkout computer could be placed with relative ease and little disruption in the Reading Room. As the Library’s current borrowing system currently is essentially based on honour, this would not differ significantly from the borrowing system in the Study Centre itself. It was decided that this could
be trialled for a year, and based on how many books go missing be continued or re-
considered. There was also discussion of what to do with the collections of National
Geographic and The Economist currently stored in the reading room, it was
suggested that only the previous 12-month’s worth of issues should be kept. Older
issues could be placed in the Guest Rooms or Study Rooms. The DCSA
Representative reported that a poll had been run asking students what journals,
newspapers, and magazines they would like the College to provide and it turned out
that many students are not aware that the TLS, London Review of Books, and The New
Yorker are subscribed to and available in the Study Centre. It was agreed to issue a
reminder via the Library’s Facebook page.

The Fellow Librarian noted that she would be on maternity leave during the Easter
Term and summer period. She informed the Committee that Boris Jardine had been
approached and had accepted to act as Fellow Librarian during this period. The
Committee approved this arrangement.

5. The Archivist reported she had conducted to tours for the Friends of the Fitzwilliam
and that the former Bursar (Peter Brindle) had sent Council papers to the archive
but that a period of nearly ten years was missing from the 1990s. She will be meeting
with the current Bursar to try and track down these papers.

The Archivist also reported that Derek Bendall’s widow had offered his books to
the Darwin Library. His books are mainly on historical subjects and it was agreed
that a catalogue the Darwin Library’s history collection would be printed out in
order to help select books were that to be an option. It was also remarked that Dr
Bendall’s daughter is a Librarian at Emmanuelle College and might wish to have her
father’s library be housed there.

6. The Student Librarian tabled her report outlining that there is currently a balance of
£1886.72 from CUP that expires at the end of March, and that the Amazon balance
is £389.50. The later does not pose problems as most of the books requested by
students are not CUP and there is always the possibility of expanding the ever-
popular DVD collection. The Student Librarian had compiled a list of CUP books
to be purchased that she will circulate. It was also mentioned that CUP’s history
series, such as the Cambridge History of Islam, had been recommended in the past
and could be one way of dedicating the funds. All books requested by students had
been ordered, and donations continue to be made by students in the form of both
books and DVDs.

The reclassification of books is continuing. The Student Librarian and the Computer
Officer agreed to look together at what progress had been made and what remained
to be done.

The Study Centre continued to be well used with numbers increasing around periods
of submission deadlines and exams.

The Student Librarian also reported that the Deputy Librarian of Magdalene
College, together with a team of architects and project managers had visited the
Darwin Study Centre/Library on 16 January as they are planning a new library and
that they had been positively impressed.
7. The Computer Officer reported that he was in the process of formulating a proposal for the overhaul and modernization of the Library’s book checkout and security system. This would involve investment in new software, hardware, and the re-tagging of books – possibly with proximity tags. The possibility of renewing books on-line was suggested as an element in this overhaul. The Computer Officer said that he would discuss possibilities both with Darwin’s Bursar for financing and with the UL in order that Darwin’s system be compatible with either Voyager or whatever ever system they move on to adopt.

8. The DCSA representative reported that the lighting in the Study Centre was not adequate after nightfall, especially in the computer rooms where the lighting is so slow that reading is impossible. The Computer Officer noted that this has been a long-running issue over several years. The Fellow Librarian agreed to write to the Chair of the Buildings and Grounds Committee asking for the problem to be addressed.

The next meeting of the Committee is scheduled to take place in the Easter Term on 10 June 2015 at 13:00. Boris Jardine will chair this meeting.

ADDENDUM
On the day after this meeting the Fellow Librarian received an e-mail communication from Frances Gandy (Librarian, Curator and Graduate Tutor for Sciences Girton College) in her capacity as Chair of the Colleges’ Consultative Committee for the Journals Coordination Scheme regarding said scheme. The current agreement with the University ends in the summer of 2015 and the Committee is proposing various models for funding the Scheme with regards to the financial contributions made by individual Colleges. The Fellow Librarian brought up the issue at Governing Body on 26 January and wrote to the Bursar in this respect on 30 January asking for advice as to how to proceed.

D. Viejo-Rose, Chairperson

Circulation
Dr Anderson, Gulay Bozkurt, Janet Gibson, Dr Boris Jardine, Espen Koht, Dr Leedham-Green, Giles Shaw, and Dr Viejo-Rose, Jasna Vilic.