THE MERCIA COLLABORATION

Unconfirmed Minutes arising from the Mercia Collaboration meeting held on 2 April 2014, in the Alfred Bolton Room, Thompson Library, Staffordshire University

Present: Robin Green (University of Warwick), Diane Job (University of Birmingham), Fiona Parsons (University of Wolverhampton), Caroline Taylor [Chair] (University of Leicester), Judith Keene (University of Worcester), Graham Walton (Loughborough University), Deborah Findlay (University College Birmingham), David Parkes (Staffordshire University), Judith Andrews Birmingham City University), Chris Porter (Newman University), Pat Johnson (University of Derby), Paul Reynolds (University of Keele), Nick Smith (Aston University), Chris Powis (University of Northampton) Kathryn Greaves (Harper Adams University), Mike Berrington (Nottingham Trent University), Lys Ann Reiners (Uni of Lincoln), Emma Sansby (Bishop Grosseteste University)

In Attendance: Ann Rossiter (SCONUL)

Apologies for Absence: Jo Webb (De Montfort University), Nicky Whitsted (Open University)

Minute No.	Agenda Item, Discussion and Action	By Whom & By When
3.14.01	**Introductions, welcome and apologies** As listed above.	
3.14.02	**Steering Group** Confirmed Caroline Taylor as Chair, Jo Webb as Secretary, Nicky Whitsted and Robin Green as comprising the Steering Group for the Collaboration.	
3.14.03	**Minutes of the previous meeting** Confirmed	
3.14.04	**Matters Arising** Name of the new group confirmed as The Mercia Collaboration	
3.14.05	**Library and institutional sanctions** Discussion about sector practice, SCONUL to audit, collate and circulate practice	Ann Rossiter
3.14.06	**RDM: SCONUL briefing document**	

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	Considered a priority for everyone – ACCSG, UCISA and JISC 9rachel Bruce) work in this area Ann to discuss joint action with UCISA, RLUK and SCONUL Consider a workshop at the SCONUL Conference Guide on SCONUL pages Consider short form training and briefing programme	Ann Rossiter
3.14.07	**Midlands Libraries Collaboration draft Terms of Reference and EMALINK and Weslink position statement.** **Terms of Reference for the group** Discussion over TOR, consideration of benefits and opportunities, recommendations about how the group links with EMAC and Weslink. Agreed that EMAC and Weslink to discuss at their Loughborough meeting scheduled 30/6/14	All/EMAC/Weslink 30/6/14
3.14.08	**SCONUL and the Regions** **Discussion.** Subscription charges discussed and consideration of a possible arrangement along the lines of the Northern Collaboration agreement with SCONUL i.e HR support 1 day per week – legal , recruitment, administrative To consider and discuss at the next meeting in the Autumn.	All Autumn 2014
3.14.09	**Collaboration Actions and Activities** Discussion focussed on Copyright, Data/Analytics, Out of Hours, LMS, Disaster Planning, Open Access, Workforce Planning, Digital Literacy and reading lists with members volunteering to take lead on further actions. **Discussion on Copyright - production of a SCONUL Briefing** **Data analysis, Library Analytics** Discussion on projects eg LAMP prototype, HESA JISC Business Intelligence project, Library Analytics – JISC dashboard/visualisation – general business intelligence **Out of Hours Collaboration Service** – similar to Norman **Library Management Systems** Robin Green	

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	Contact Robin to explore interest in LMS	Ann Rossiter
	Disaster Planning/Business Continuity Diane Job Diane to pose questions about practice to the group	
	Open Access Fiona Parsons Audit – of Open access activity	Robin Green
	Workforce Planning and Skills Sets – Skills Sets Forward looking competencies DJP – to send Skills Matrix work from Staffordshire to members.	Diane Job
	Digital Literacy	Fiona Parsons
	Reading Lists Discussion around reading list practice, provide a deadline to receive reading lists, the way academics talk about the library has an impact on NSS, student representatives, only purchase items if it appears on a reading list, set limits on reading list titles for example 100 items limit list	David Parkes
3.14.10	**Round Table** News from Libraries circulated to the group prior to the meeting	
3.14.11	**Next Meeting** **University of Derby (thanks to Pat Johnson)**	**Pat Johnson/Chair TBC**
3.14.12	**AOB – there was no other business**	