



SCURL Library Services Platform Task Force.

6th June 2013. National Library of Scotland.

Attending: Mark Toole (Chair). Allan Doyle, Ana Enos, Jill Evans, Deji Famakinwa, Gillian Holmes, Stewart Lewis, Abi Mawhirt, Chris Pinder, Alex de Pretto, Colin Sinclair, Judith Smart, Jeremy Upton, and Colin Watt.

Apologies: Mark Denham and Richard Nurse

Full Members	Representing
Mark Toole	SCURL
Stuart Lewis	SCURL constituency: Edinburgh
Mark Denham	SCURL constituency: Glasgow
Alex de Pretto	SCURL constituency: NLS
Gillian Holmes	SCURL constituency: Edinburgh City Libraries, Glasgow Life, Glasgow School of Art, National Museums Scotland, Royal Conservatoire Scotland, Scotland's Rural College
Judith Smart	SCURL constituency: Aberdeen, Dundee, St Andrews and Strathclyde
Chris Pinder	SCURL constituency Edinburgh Napier, Glasgow Caledonian, Heriot-Watt, Robert Gordon, University of the West of Scotland
Colin Sinclair	SCURL constituency: Abertay, Open University, Queen Margaret, UHI, and Stirling
Deji Famakinwa	SCURL System Librarians' Community of Practice
Colin Watt	Scottish Digital Library Consortium (SDLC)
Anna Enos	ROWAN partnership
Jill Evans	SCURL Service Development Manager
Observer Members	
Allan Doyle	Advanced Procurement for Universities and Colleges (APUC)
Jeremy Upton	SCURL SCOPNet
tbc	Higher Education Information Directors Scotland (HEIDS)
Abi Mawhirt	Scottish FE Colleges
Richard Nurse	Open University

Action Points.

4. Draft Terms of Reference. Mark to update and circulate (attached) and on agreement, Jill to add it to the SCURL website.

Action: it was agreed to share a 2 page vision with JISC

5. Recommendations from The Benefits of Sharing Project.

Shared Bibliographic Database: Allan to invite vendors to give presentations (before the Vision statement is confirmed) using format of the Prior Information Note which enables the scope of business to be shared.

SCURL Metadata Platform Group: Mark Toole and Jill to liaise and engage with the group to establish their remit.

Users: Mark Toole to liaise with WHELF and Bloomsbury colleagues to establish their remit with respect to the users' experience.

Procurement Process: Mark Toole to liaise with Ken Chad on his recent paper regarding the procurement process.

Allan also to provide information regarding the Moodle model from APUC.

Stuart Lewis acknowledged thanks and appreciation for the involvement and engagement of all colleagues on the project.

6. Similar projects. Stuart to contact Project Manager of WHELF project and schedule a teleconference call.

Meeting Notes: it was agreed that they would remain confidential and that notes for circulation would be prepared.

7. Timetable: June to December 2013: develop a vision which would be sufficient for institutions to commit or not. First decision point: to proceed to not.

January to June 2014: Finalise Business Plan. It was agreed that the work of the Task Force would be complete in 12 months.

Action: Deji to liaise with SCURL Systems Librarians' CoP regarding dates and plans for LMS upgrades.

Jill to ensure the System Librarians' CoP has a representative from each institution.

Jill and Colin Watt to share List of LMS' in Scottish institutions.

The Business Plan to be sent to APUC to assist with a 6 months' procurement timetable.

Mark Toole to report at the SCURL Away Day on 7th June 2013.

Jill to circulate Action Points on 10th June 2013.

Jill to ensure Scottish Library Platform Group is a standing agenda item on SCURL Business Committee meetings and plenaries.

Representatives to liaise with their constituency members.

List of Available Products. Alma, Sierra, Intota, Worldshare, SirsiDynix, OLE, PTFS Products and Chorus with a view to procuring and implementation in 2015.

8. Resources Required: Engagement of a consultant would require funding of under £49k so Mark Toole to liaise with Ben Showers of JISC and Dee Bird of the Scottish Funding Council.

Jill to liaise with SCURL and Moira Methven of SLIC.

Allan to liaise with Angus Warren of APUC.

Stuart to write a brief of the vision for consultants. All members to liaise with constituency members and circulate comments by email to Jill on the vision for the Scottish Research and Education Community. Jill to collate comments and circulate.

Sub-Group: Stuart, Colin Sinclair, and Deji to convene a subgroup, liaise by email, to compile a set of headlines.

Mark Toole to draft a statement to assist SCURL Directors to lobby institutions.

Mark Toole to note the Universities Scotland Shared Services reports.

Abi to liaise with the FE Librarians' Network (LIBNET) and contact Jennifer Loudon, Chair of LIBNET to share information on Task Force's remit and enquire of FE sector interest.

Teleconference Calls: Stuart to create a script of questions.

Allan to share APUC's list (from Brodies) to assist with checklists of LMS'.

11. Ways of Working: Jill to schedule 6 weekly meeting dates and next meeting to be convened in Dundee College.

Jill Evans
SCURL Service Development Manager
10th June 2013.

(SCURLLibraryServicesPlatformGroup060613Min)