

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Information Policy and Strategy Committee  
held on 8 January 2013

Present: Professor T Jones (Chair),  
Mr J Entwhistle,  
Professor M Knights,  
Dr K Leppard,  
Ms T MacKinnon,  
Dr S Mann  
Professor M Rodger,  
Professor D Singer,  
Professor S Swain,  
Professor P Thomas,  
Acting University Librarian,  
Director of Campus Services.

Apologies: Professor C Hughes,  
Professor J Smith,  
Professor P Winstanley  
Deputy Registrar.

In Attendance: Ms J Findlay (Secretary), Head of Platform Engineering & Deputy Director of IT Services.

The Chair welcomed Professor M Knights to his first meeting of the Committee.

16/12-13      Minutes

RESOLVED:

That the minutes of the Committee meeting held on 15 November 2012 be approved, subject to the following amendment (deletions struck through and additions underlined):

3/12-13

(....)

(By Professor M Rodger)

- (i) That the University should decide on a strategy for research data management to guide investment where departments decide to undertake this work locally opposed to the emerging central facilities.
  - (i) That the University should set in place a strategic framework to guide investment in research data management before ad hoc local expenditure rendered this difficult.
  - (i) That such a strategic framework would be most successful if it was defined first around the research data management needs of Warwick's research workers and only then built in the requirements of third party access.
- (....)

17/12-13 Update from the Open Access Working Group (minute 2/12-13 refers)

CONSIDERED:

An oral report from the Acting Librarian updating the Committee on the development of a University policy and approach to open access publishing and the arrangements for the RCUK transitional funds.

REPORTED: (by the Acting Librarian)

- (a) That the Open Access Working Group had met in December 2012 and it was agreed that the RCUK transitional funding would be used to cover all the Article Processing Charges (APCs) associated with Gold Open Access (OA) for any journal articles accepted for publication by the end of March 2013.
- (b) That the funding would be available on a first come first served basis and that there had been limited uptake to date but that the offering would be further communicated to colleagues in January 2013.
- (c) That from 1 April 2013, the University would target its investment towards RCUK-funded publications intended for Gold Access journals, noting that indicative cost for funding APCs for RCUK-funded research outputs had yet to be finalised.
- (d) That the Working Group was drafting a University Open Access Policy to be considered in due course by this Committee, the University Research Committee and the Boards of the Faculties.

RESOLVED:

That members be requested to promote the available funding to colleagues within their departments and Faculties.

18/12-13 Update from the Research Data Management Working Group (minute 3/12-13 refers)

RECEIVED:

An oral report from the Acting Librarian updating the Committee on the recent meetings and work streams being undertaken by the Research Data Management Working Group.

REPORTED: (by the Acting Librarian)

That the workshop facilitated by the Digital Curation Centre had been successful and had generated some clear work streams for the Operations Group, supporting the Research Data Management Working Group, including development of a Research Data Management website providing resources for colleagues to assist with best practice data management within project planning and beyond, identification and promotion of tools for data cataloguing and consideration of how to embed best practice in data management in training and probation processes for research staff.

19/12-13

Recommendation from the Board of Graduate Studies: Library Recalls for Postgraduate Students

CONSIDERED:

A recommendation from the Board of Graduate Studies that the Committee consider amending the policy that required postgraduate students to return books recalled to the Library during vacation periods (BGS minute 31/12-13 refers).

REPORTED: (by the Secretary)

- (a) That the Board of Graduate Studies considered the issue at its meeting held on 22 November 2012 and reported that an anomaly existed in the University's policy relating to the vacation recall of library books, allowing undergraduate students to retain books over vacation periods but requiring postgraduate students to return these to the Library upon recall.

(By the Acting Librarian)

- (b) That the current system was pragmatic and that the issue had been raised previously, with the current policy being endorsed by the Chair of IPSC in 2010 on the basis that the postgraduate teaching and learning schedule extended beyond the end of the summer term and that therefore postgraduate students were generally based on or near campus during the summer vacation.
- (c) That demand and supply for books in the summer vacation was largely from within the taught postgraduate community with 100% of the recalls being made in the summer vacation 2012 by postgraduate students and staff and 74% of the books recalled were on loan to postgraduate students.
- (d) That experience in the past has shown that removing recalls for taught postgraduate students would drastically disadvantage that community and introducing recalls for undergraduate students would result in low success and high levels of operational challenges should recalls not be completed prior to the start of each new academic year.

RESOLVED:

- (a) That the current University policy around recall be retained for the reasons presented above.
- (b) That the Acting Librarian, on behalf of the Committee, liaise with the Chair of the Board of Graduate Studies to confirm the Committee's view.

20/12-13

SCOAP<sup>3</sup> (Sponsoring Consortium for Open Access Publishing in Particle Physics)

RECEIVED:

A paper from the Acting Librarian setting out an in-principle proposal that the University make a commitment to the SCOAP<sup>3</sup> initiative to enable a set of core High-Energy Physics journals to move from a subscription basis to Open Access (IPSC.13/12-13).

REPORTED: (by the Acting Librarian)

- (a) That the first discussions around this initiative were reported to the Committee in June and November 2007 and at that time, the University gave its support in principle of the initiative.
- (b) That the University would be asked to make a formal commitment to the initiative in 2013 and that consultation was underway with the Department of Physics, it being noted that colleagues were broadly supportive and that it was anticipated that SCOAP<sup>3</sup> would result in slightly lower subscription costs for Physics at Warwick.
- (c) That the Committee would be updated on the University's final decision around commitment to the initiative in due course.

21/12-13

Strategic Discussion Topic: E-Publishing

CONSIDERED:

A paper from the Acting Librarian and Professor Mark Knights, leading on Digital Humanities at the University, presenting contextual information on the current thinking around the future of scholarly publications and in particular, the digital dissemination of knowledge as a basis for strategic discussion by members (IPSC.14/12-13).

REPORTED: (by Professor M Knights)

- (a) That exploration around the shape and scope of a coherent digital publishing strategy for the University had emerged from work undertaken as part of the Digital Change Global Priorities Programme, which he had led.
- (b) That, although some provision had been put in place with respect of greater IT support for research activities, gaps remained within the University's understanding of and management for e-publications including e-books, Open Access journals and the use of social media to disseminate research finding, further scholarly discussion and to engage stakeholders.
- (c) That other HEIs, such as LSE, Nottingham and Glasgow, were investing heavily in this arena and that it would advantageous for Warwick to join sector leaders for a number of strategic reasons, including national and international profile of the university, enhancing its reputation for innovation and research excellence whilst promoting

its intellectual capital.

- (d) That the Acting Librarian had undertaken extensive consultations with academic colleagues in the Faculties of Arts and Social Sciences and that these discussions highlighted universal support for a more cohesive and managed approach to e-publishing at the University, acknowledging however the associated resourcing implications.
- (e) That it was anticipated that such discussions and any emerging e-publishing activities would be extended to include the Faculties of Science and Medicine, noting that the focus on Arts and Social Sciences was a legacy of the Digital Change Programme for Humanities.
- (f) That supportive discussions were underway with the Registrar with respect of identifying and securing resources to support e-publishing activities and that the next step would be to prepare a comprehensive business case in this regard.
- (g) That the Communications Office was well placed to provide guidance to colleagues with regards to writing for a variety of audiences and to extend its reach to include a greater range of emerging research findings, publications or commentary thereon within its digital outlets.

(By the Acting Librarian)

- (h) That it should be recognised that the University had been approached by Monash University to work collaboratively on digital publishing, noting that Monash has its own e-press, and that it was agreed that the University should determine its own path at this point.

(By the Chair)

- (i) That the University would use the REF requirements to determine its core priorities and direction for e-publishing activities as this was the recognised benchmark of the quality of research undertaken by UK universities.

(By Professor M Rodger)

- (j) That the University should carefully consider and manage as necessary the risk that whilst e-publishing including use of social media might increase the University's profile, it could also do damage to it should the quality of the material be sub-standard or in opposition to the University's values and aims.

(By Dr K Leppard)

- (k) That there was a potential concern around the perceived credibility of an institution publishing its own work and that it would be beneficial to consider an e-publishing model involving some degree of independent quality assurance to safeguard the University's reputation for excellence.

**RESOLVED:**

- (a) That the proposal to establish a new forum bringing together the various stake-holders across the University to identify strategic opportunities, plan future activity, join up existing areas of excellence and find mechanisms to further disseminate best practice be approved as set out in paper IPSC.14/12-13.
- (b) That the Committee supported the principle of a managed two year pilot in the first instance to identify and implement better support for existing e-publishing activities, with a view to assessing the success of these measures, extending them in an appropriate and sustainable manner.
- (c) That Professor Knights and the Acting Librarian develop Annex A of paper IPSC.14/12-13 into the business case for e-publishing and that the case should incorporate the following elements, together with the points raised by members above:
  - (i) A clear scope for the term 'e-publishing' to articulate the varying activities and to ensure adequate resources were allocated to appropriately and sustainably manage all aspects, noting that the Committee felt that the term encompassed the following:
    - (A) E-publication of high quality research material akin to current print or electronic journals
    - (B) Secondary publishing i.e. commentary on others' published research material
    - (C) Publicity of research findings
    - (D) Digital fora as a pre-publication tool to shape discussion
  - (ii) Inclusion of identification of potential measures for the success for different elements to demonstrate the expected return on desired University investment within the responsibilities of the proposed posts to support these activities.
  - (iii) A statement of the involvement and commitment of all four Faculties to the scope of activity and associated resource proposals.
  - (iv) Narrative around case studies to illustrate how institutions perceived as being at the forefront of e-publishing had achieved this position, the suggested underlying reasons for their success and how Warwick might gain from these experiences.

22/12-13      Minutes of the e-Learning Steering Group

**CONSIDERED:**

The minutes and relevant papers from the meeting of the e-Learning Steering Group held on 14 November 2012 (IPSC.15/12-13) including a recommendation to IPSC on proposed revisions to the Group's terms of reference.

**REPORTED:** (by the Secretary)

That paper IPSC.15/12-13 had been circulated to members electronically today due to the late availability of the paper.

**RESOLVED:**

That members be requested to reflect on the proposed revisions to the Group's terms of reference as set out in IPSC.15/12-13 and that comments be sent to the Secretary no later than 21 January 2013 in order that the view of the Committee might be reported to the forthcoming meeting of the Academic Quality and Standards Committee on 31 January 2013, to which the Group also reported.

TJ\JF\Governance\Shared\IPSC\2012-2013\8 Jan 2013