



User Advisory Forum Agenda

Wednesday 29 January 2020, 12:00-13:30

Seng Tee Lee Seminar Room, 4th floor, Senate House Library

Chair: Maria Castrillo (Head of Special Collections & Engagement – Senate House Library)

Minutes: Lisa Miller (Membership Engagement Officer – Senate House Library)

- 1. Arrival, Registration, Tea & Coffee (from 11:45 am)**
- 2. Welcome & introductions (12:00-12:05)**
- 3. Developing SHL Collections – Richard Espley (12:05-12:25)**
- 4. Questions and answers (12:25-12:35)**
 - Q&A can be followed up by email if required
- 5. Working Lunch (12:35-12:45)**
- 6. Group discussion (12:45-13:15)**
 - This part of the meeting will focus on a group discussion looking at how to improve knowledge and visibility of the collections by exploring the following areas:
 - How to make the collections more visible
 - How do we increase access to our collections
 - How do we make our collections more relevant
 - The Library catalogues: what works well and what can be improved
- 7. Summary of discussion (13:15-13:25)**
- 8. Closing remarks and AOB (13:25-13:30)**
- 9. Date of next meeting and areas and actions to follow up after meeting (13:30)**