Press and Publications Board

# Terms of reference, constitution and membership, 2023-24

**Press Board Membership**

* Dr Paul Ayris (Chair)
* Ms Lara Speicher (Library Services)
* Professor Susanne Kuechler (Anthropology)
* Professor Sue Hamilton (Social and Historical Sciences)
* Professor Sharon Morris (Arts & Humanities)
* Mr Martin Moyle (Library Services)
* Professor John Mullan (English)
* Mr Nicholas Tyndale (OVPR)
* Professor Michael Reiss (Institute of Education)

**In Attendance**

* Andrew Gray (Secretary)

**Terms of Reference**

* The UCL Press Board shall be constituted as a Working Group of UCL Library Committee
* The Board is to be chaired by the Vice-Provost (Research) or his deputy
* The Board will formulate medium- and long-term policy and strategy for the UCL Press
* The Board will keep under review developments in publishing, particularly in respect of university presses and campus-based publishing activities
* The Board will identify strategies for funding and staffing to enable developments along the directions identified in the clauses above.
* The Board will act as an advocate for UCL Press to prospective authors in UCL and to the wider community of scholars outside UCL
* The Board will oversee the budget and fundraising activities of UCL Press
* The Board will make regular reports, and submit its Minutes, to UCL Library Committee Publications Board membership:
  + Dr Paul Ayris (Chair)
  + Dr Cassidy Johnson (Bartlett)
  + Professor Sue Hamilton (Social and Historical Sciences)
  + Professor Jonathan Butterworth (Maths and Physical Sciences)
  + Mr Andrew Cooper (Director of Research Evaluation)
  + Professor Lucie Green (Maths and Physical Sciences)
  + Ms June Hedges (Library Services)
  + Mr Martin Moyle (Library Services)
  + Ms Catherine Sharp (Library Services)
  + Professor David Shanks (Brain Sciences)
  + Ms Lara Speicher (Library Services)
  + Professor Lynn Ang (Institute of Education)
  + Mr Nicholas Tyndale (OVPR)
  + Dr James Wilson (Information Services)

**In Attendance**

Andrew Gray (Secretary)

**Terms of Reference**

**Co-ordination**

* To oversee the rollout of Open Access in UCL
* To advise UCL’s Academic Board on policy matters in relation to Open Access for research publications in electronic format and UCL Research Publications Service
* To monitor the implementation of UCL’s Open Access mandate, as agreed by Academic Board in October 2008
* To act as an Advisory Board for UCL’s Open Access and Research Publications Services
* To align management reporting requirements for the Research Excellence Framework with the development of UCL’s repository of publications and bibliographic information.

**Promotion**

* To promote Open Access within UCL, nationally and internationally, as an important scholarly medium for the dissemination of UCL’s research outputs, particularly in the context of UCL’s research Grand Challenges
* To ensure that the interface to, and presentation of, the UCL repository attains the highest possible level of quality and service
* To act as a forum to advise on technical standards for online publication
* To advise UCL on ongoing resource issues which are connected with UCL’s Open Access mandate and it’s Research Publications Service.

**Reporting Lines**

* The Publications Board is a Working Group of UCL Library Committee. It will produce regular reports for Library Committee and submit to its officers the Minutes of each meeting of the Publications Board.
* The Publications Board will receive the Minutes of Working Groups etc. that are charged to report to it.

**Combined attendance list**

* Dr Paul Ayris (Chair)
* Professor Lynn Ang (Institute of Education)
* Professor Jonathan Butterworth (Maths and Physical Sciences)
* Professor Sue Hamilton (Social and Historical Sciences)
* Mr Andrew Cooper (Director of Research Evaluation)
* Professor Lucie Green (Maths and Physical Sciences)
* Ms June Hedges (Library Services)
* Dr Cassidy Johnson (Bartlett)
* Professor Susanne Kuechler (Anthropology)
* Professor Sharon Morris (Arts & Humanities)
* Mr Martin Moyle (Library Services)
* Professor John Mullan (English)
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