

Brunel University Library history: finding aid

BOX 1: BULB – Brunel University Library Bulletin & earlier publications, Brunel Bulletin & acquisition of new library management system

Folder 1: Library news sheet (1978) and BULB – Brunel University Library Bulletin 1988; 25 items

- 1/1/1 - 2 BULB issues from 01/07/1988 to 07/07/1988
- 1/1/3 BULB 15/07/1988 includes reference to article about Brunel Library's history of library automation in Program, July 1988.
- 1/1/4 BULB 22/07/1988 includes references to launch of OPAC and move away from card catalogue.
- 1/1/5 - 9 BULB issues from 29/07/1988 to 26/08/1988.
- 1/1/10 BULB issue 09/09/1988 includes references to Clinker collection.
- 1/1/11 - 16 BULB issues from 16/09/1988 to 16/10/1988.
- 1/1/17 BULB issue 28/10/1988 includes reference to the "Typing room", which had typewriters in it.
- 1/1/18 - 25 BULB issues from 04/11/1988 to 22/12/1988.
- 1/1/26 Library news sheet October 1978.

Folder 2: BULB – Brunel University Library Bulletin 1989; 34 items

- 1/2/1 BULB 06/01/1989 includes reference to some staff being able to access the library catalogue from outside the library.
- 1/2/2 – 12 BULB issues from 13/01/1989 to 14/04/1989.
- 1/2/13 1989 but otherwise undated issues of BULB, with details of summer training programme.
- 1/2/14 – 21 BULB issues from 28/04/1989 to 14/07/1989.
- 1/2/22 BULB 28/07/2013 including details of ILL and photocopying charges from Sussex and a campus warning about cults.
- 1/2/23 - 26 BULB issues from 04/08/1989 to 29/09/1989, including opening hours, a single lost book and mileage rates.
- 1/2/27 BULB 06/10/1989 including a guide to using a law library and a guide to ILL for evening and weekend staff.
- 1/2/28 BULB 13/10/1989 includes photo of the library's adopted wallaby.
- 1/2/29 BULB 20/10/1989
- 1/2/30 BULB 17/10/1989 includes "advice" to microwave books to kill bugs.
- 1/2/31 BULB 27/10/1989 includes staff Christmas lunch menu.
- 1/2/32 - 34 BULB 03/11/1989 to 08/12/1989.

Folder 3: BULB – Brunel University Library Bulletin 1990; 29 items

- 1/3/1 - 21 BULB issues from 05/01/1990 to 28/09/1990.
- 1/3/22 - 23 BULB 05/10/1990 and 18/10/1990 includes details of Thames TV filming "Rumpole" in the library.

1/3/24 - 29 BULB issues from 26/10/1990 to 07/12/1990.

Folder 4: BULB – Brunel University Library Bulletin 1991; 37 items

- 1/4/1 BULB issue 04/01/1991.
1/4/2 BULB issue 11/01/1991 includes reference to the exhibition at Brunel of Japanese railways in the Meiji Period.
1/4/3 - 10 BULB issues from 18/01/1991 to 22/03/1991.
1/4/11 BULB issue [March 1991?] includes reference to Transport History Collection.
1/4/12 - 24 BULB issues from [April 1991?] to July 1991.
1/4/25 BULB 16/08/1991 includes reference to Japanese railway exhibition held at Brunel.
1/4/26 BULB 23/08/1991 mention of marking out a possible extension to the library building.
1/4/27 BULB ?September 1991.
1/4/28 BULB issues from August 1991 to 27/09/1991.
1/4/29 BULB 04/10/1991 information about Japanese railway exhibition.
1/4/30 – 37 BULB issues from 11/10/1991 to 20/12/1991.

Folder 5: BULB - Brunel University Library Bulletin 1992; 32 items

- 1/5/1 BULB 03/01/1992
1/5/2 BULB 17/01/1992 reference to Transport History Collection and removal of Transport Trust library.
1/5/3 - 11 BULB issues from 31/01/1992 to 24/04/1992.
1/5/12 BULB issues 01/05/1992 references planning consent for library extension.
1/5/13 BULB issues from 22/05/1992 to 11/12/1992.

Folder 6: BULB – Brunel University Library Bulletin 1993; 26 items

1/6/1 - 26 BULB issues from 08/01/1993 to 13/12/1993.

Folder 7: BULB – Brunel University Library Bulletin 1994 -1996; 27 items

- 1/7/1 - 19 BULB issues from 07/02/1994 to 19/03/1995.
1/7/20 BULB issue 03/03/1995 introduction of new Library Management System (Sirsi).
1/7/21 - 27 BULB issues from 17/03/1995 to 22/07/1996.

Folder 8: New automated issue system (1982) and OPAC (1983); 3 items

- 1/8/1 Papers relating to options for a replacement automated issue system (June 1982) and an Online Public Access Catalogue (Dec. 1983)
1/8/2 Gawthrope, Jane, *Report on a survey of user-response to the BLCMP OPAC at Brunel University Library*. November 1989

Folder 9: Brunel bulletin 1971- 1976, Brunel University News 1975, Brunel University Reporter 1978-88; 18 items

- 1/9/1 Brunel Bulletin no. 8 July 1971. Including article by C.E.N. Childs, University Librarian, on *A library for Brunel*.
- 1/9/2 Brunel Bulletin October 1972. Includes article on the giant Tilson sculpture for the main library staircase.
- 1/9/3 Brunel Bulletin December 1973. Includes an article on the new library at Brunel, with photos. (2 copies)
- 1/9/4 Brunel Bulletin June 1974. Includes article on railways by S.L. Bragg.
- 1/9/5 Brunel Bulletin December 1976. 10 year anniversary of the university issue includes small article and library photographs.
- 1/9/6 Brunel University News January 1975 includes reports from University Librarian on financial situation of the library.
- 1/9/7 Brunel University Reporter dated November 1978 includes statistics on shelf space and number of books
- 1/9/8 Brunel University Reporter dated 1986. Includes article on 'Terminal Rooms in the Library' and SCONUL National Survey of Library Use'.
- 1/9/9 Brunel University Reporter (No. 63) dated 6 July 1986. Includes article 'Library backs Reference Point to Win'.
- 1/9/10 Brunel University Reporter (No. 64) dated 5 October 1987. Includes article 'Librarian Throws in Cards'
- 1/9/11 Brunel University Reporter (No. 66) dated 18 November 1987. Includes article on library closures during Christmas period.
- 1/9/12 Brunel University Reporter (No. 67) dated 9 December 1987. Includes article 'A Solution for Literature Searching' about the online catalogue
- 1/9/13 Brunel University Reporter (No. 68) dated 21 January 1988. Includes article 'SCONUL National Survey of Library Use'.
- 1/9/14 Brunel University Reporter (No. 69) dated 11 February 1988. Includes Library Assistant Job Vacancy.
- 1/9/15 Brunel University Reporter (No. 71) dated 23 March 1988. Includes article 'Library Acquires Top Companies'.
- 1/9/16 Brunel University Reporter (No. 74) dated 17 June 1988. Includes article on Runnymede Campus Library opening times.
- 1/9/17 Chalk and Cheese in the Library' on online catalogue.
- 1/9/18 Brunel University Reporter dated 3 November 1988. Includes article 'Chalk and Cheese', a response to issue No. 76.

Folder 10. Brunel University Reporter 1989-95; 27 items

- 1/10/1 Brunel University Reporter (No. 80) dated 17 February 1989. Includes article 'Great Book Sale in the Library' and Dinosaurs and Chalk in the Library'.
- 1/10/2 Brunel University Reporter (No. 84) dated July 1989. Includes article 'Library Automated' on online catalogue.
- 1/10/3 Brunel University Reporter (No. 86) dated 26 October 1989. Includes article 'CD-Rom in the Library'.

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- 1/10/4 Brunel University Reporter (No. 89) dated 25 January 1990. Includes article 'Survey of Library Use' and "'All Our Own Work' an exhibition in the Library from the Arts Centre.
- 1/10/5 Brunel University Reporter (No. 91) dated 29 Marc 1990. Includes Library opening times for April- October 1990.
- 1/10/6 Brunel University Reporter (No. 103) dated 28 May 1991. Includes article 'Britain's Transport Heritage'.
- 1/10/7 Brunel University Reporter (No. 105) dated 14 October 1991. Includes article 'Libraries at Your Fingertips' about online catalogue.
- 1/10/8 Brunel University Reporter (No. 108) dated 31 January 1992. Includes article 'Cassettes and CDs in the Library'.
- 1/10/9 Brunel University Reporter (No. 110) dated 3 April 1992. Includes page on Library News-articles on universities book spending and borrowing regulations.
- 1/10/10 Brunel University Reporter (No. 114) dated October 1992. Includes article 'Finding out More' about joint activities between Library and Computer Centre
- 1/10/11 Brunel University Reporter (No. 117) dated February 1993. Includes article 'Library Services' pg. 16.
- 1/10/12 Brunel University Reporter (No. 119) dated April 1993. Includes article 'Electronic Enquires' setup up of library email, pg.9. 'Performance Indicators for Libraries' and 'Is your reading list a waste of Time?', pg.10.
- 1/10/13 Brunel University Reporter (No. 121) dated June 1993. Includes article 'Revision of Library Charges' pg.12.
- 1/10/14 Brunel University Reporter (No. 122) dated July 1993. Includes article 'Extended Opening hours' pg.11.
- 1/10/15 Brunel University Reporter (No. 123) dated September 1993. Includes article 'Library- extended opening hours' pg. 10
- 1/10/16 Brunel University Reporter (No. 123) dated September 1993. Includes article '
- 1/10/17 Brunel University Reporter (No. 125) dated December 1993. Includes article 'OPA Trotting with NISS' about online catalogue pg. 16.
- 1/10/18 Brunel University Reporter (No. 126) dated February 1994. Includes article on photocopying in the library, p.4.
- 1/10/19 Brunel University Reporter (No. 127) dated March 1994. Includes pages on Brunel Library and Information Services pg. 8-9.
- 1/10/20 Brunel University Reporter (No. 128) dated May 1994. Includes article 'May the BLIS sales force be with you' on the Library Issue desk pg. 8.
- 1/10/21 Brunel University Reporter (No. 129) dated June 1994. Includes articles on Library stock growing, databases, studying and eating in the library, pg. 13.
- 1/10/22 Brunel University Reporter (No. 130) dated July 1994. Includes articles of library reading lists, vacation hours and lending service charges, pg. 11.

- 1/10/23 Brunel University Reporter (No. 131) dated September 1994. Includes article on ADONIS databases, library tours and videos in the library, pg. 4-5.
- 1/10/24 Brunel University Reporter (No. 132) dated October/November 1994. Includes article on PCs in the library and Science and Social Science Citation Index, pg. 10-11.
- 1/10/25 Brunel University Reporter (No. 133) dated December 1994. Includes article on Christmas opening hours and video promoting library, pg.7
- 1/10/26 Brunel University Reporter (No. 135) dated March 1995. Includes article on opening hours, transparencies and Runnymede's Library PC room, pg. 8.
- 1/10/27 Brunel University Reporter (No. 137) dated November 1995. Includes articles on new management and online systems, Runnymede's library re-decorations, Uxbridge opening hours and library databases, pg 8-9.

Box 2: photographs and illustrations

- 2/1 Brunel University postcards, 8 designs, including some stapled together depicting Uxbridge, Science Building, Library, Social Science Building, Lecture Centre, Mathematics, River Pinn bridge and the refectory. 31 items
- 2/2 Mounted photograph of Uxbridge library. 1 item
- 2/3 Photographs of newly finished main library (Uxbridge). 20 items
- 2/4 Large photograph of student using Uxbridge library lockers. 1 item
- 2/5 Photocopy of picture of library staff from various universities, taken on the steps of Uxbridge library. Photo was dated 1984 and includes list of participants (Liz Chapman, David Thomas, Charles Rudd, John Aanonson, Frank Parry, Michael Dorling. 1 item
- 2/6 Photographs of Uxbridge external library building plus some staff (first photo shows Jane Gawthrope). 12 items
- 2/7 Large photographs labelled 1995 and "New furniture", showing staff working and at issue desk of Uxbridge Library. 5 items
- 2/7/1 Lin Ferguson (in white jumper), Suzanne McKeown, Dominic Benson.
- 2/7/2-3 Sarah Watkins
- 2/7/4 Janet O'Hare, Jane Gawthrope
- 2/8 Large photographs of Runnymede Campus Library. 6 items
- 2/9 Photographs labelled "Ground floor reconstruction clearance May 1998". 8 items
- 2/10 Photographs of a library staff event dated 15/02/2000, including Carole Pickaver, David Thomas, John Aanonson. 4 items
- 2/11 Photographs labelled "Lady Gladwyn opens 20th anniversary 13 Jun 81". Includes Nick Childs, Sid Urry, Edwin Underhue. 8 items
- 2/12 Photographs of Uxbridge internal library dated 13/06/2000, or the month before. 16 items

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- 2/12/1 Uxbridge floor 1 before Bannerman extension was built.
2/12/2 Uxbridge floor 1 issue desk
2/12/3-4 Twickenham staff – Stella Coker
2/12/5 Uxbridge floor 1
2/12/6 Uxbridge floor 1
2/12/7-8 Uxbridge floor 1
2/12/9 Uxbridge floor 1
2/12/10-14 Uxbridge floor 1 single office
2/12/15-16 Uxbridge floor 1 19/06/2000
- 2/13 Photograph labelled “Cataloguing/Acquisitions 1980 From: David Thomas”. Identified as Uxbridge reference librarian desk/document supply cataloguing. 1 item
- 2/14 Photographs of Twickenham Campus Library, some dated 17/07/1997. 43 items
- 2/14/1 Twickenham Library Kenward North and Teaching library
2/14/2 Kenward North
2/14/3 Kenward North
2/14/4-16 Twickenham Library renovations when library acquired media services rooms
2/14/17 Kevin Curran – Reference Librarian at Twickenham
2/14/18-19 Security gate at Twickenham
2/14/20 Flexicard for photocopying machine at Twickenham
2/14/21 Security gate at Twickenham
2/14/22 Conservatory extension at Twickenham
2/14/23 Issue desk at Twickenham
2/14/24 Reference Librarian desk in new extension at Twickenham
2/14/25 Kenward North walkway, Twickenham
2/14/26-28 Conservatory library, Twickenham
2/14/29 Campus Librarian Jacqui Annis’ desk in Twickenham library foyer
2/14/30-31 Twickenham Library front entrance
2/14/32 Staff parking in front of library at Twickenham
2/14/33-37 Main library Twickenham
2/14/38-42 New shelving and carpeting project at Twickenham
2/14/43 ?
- 2/15 Photographs labelled Jane Gawthorpe, one dated 31/01/1987. Osterley campus library from front left. One photo includes Fiona Harrington, Anne Emmett, Jane Vince (Runnymede). Anne Emmett, Fiona Harrington, Patricia Potter, Jane Vince on the Uxbridge library steps. Uxbridge library issue desk. 6 items
- 2/16 Renovation of Twickenham reference library. 5 items
2/17 Large photographs of students using new careers section of library. 2 items
- 2/18 Photographs of Twickenham Campus library renovations and negatives, dated 17/07/1997. 8 items
2/18/1 Keith Buckman (Media Services), Jane Gawthrope, David Thomas.

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2/19	Photographs of Twickenham library dated 01/01/1996. 15 items
2/20	Photographs of Twickenham library renovations dated 01/01/1996. 26 items
2/21	Slides of inter-library-loans desk and shelves in the light well. 2 items
2/21/1	Old issue desk under atrium
2/21/2	Floor 0 shelves – pre-extension
2/22	Photographs from Patricia Potter's retirement 15/12/2000. 14 items
2/22/1	James Langridge, Roger Mutters, Val, Lesley Spearpointe, Elizabeth Chambers.
2/22/2	Elizabeth, Fiona, Elaine Anters, Jane Gawthrope.
2/22/3	Patricia Potter (back), Val, Dave Ferris, Jane Gawthrope, Robert Elves, Charles Rudd, Peter Wyatt?
2/22/4	Dr Rawlins?, Carole Pickaver, Patricia Potter, Louis Lee.
2/22/5	Patricia Potter, Louis Lee
2/22/6	John Aanonsen
2/22/7	Suhasini Patil, Annamaria, Dr Rawlins.
2/22/8	Carole Pickaver, Patricia Potter.
2/22/9	Ann Stavrakakis, Gal Wilden.
2/22/10	Elizabeth, David Thomas, Penny Lyndon, Carole Pickaver.
2/22/11	Ann, Fiona, Louise Watson, Robert Elves, Elizabeth, James, Ian Liddle, Rowena Macrae-Gibson, John Aanonsen.
2/22/12	Jane, Patrica, Val, Rowena
2/22/13	James, Gay, Patricia, Roger, Val, Rowena
2/22/14	Roger, Val, Leslie, Dave, Elizabeth
2/23	Photographs of building site and new library with mostly unidentified people.10 items
2/23/7	Nick Childs
2/23/11	Peter Wyatt, Nick Childs
2/24	Transparencies (slides) of Brunel University Library dated February 1979 and labelled Charles Rudd. 18 items
2/25	Pen and ink drawings of Brunel University Library and Runnymede library. Labelled Diana Penson. 5 items
2/26	Large picture in frame of Sheila Bannerman being presented with a bunch of flowers by Melvyn Bragg at the opening of the Bannerman Centre extension. 1 item
2/27	Large picture in frame of Sheila Bannerman with Melvyn Bragg and Steven Schwartz (Vice-Chancellor) at the opening of the Bannerman Centre extension. 1 item

Box 3: Library accommodation and space 1980-1988, liaison committee (1980-1992) and information services sub-committee (1992-1997)

Folder 1: Library accommodation and space 1980-1988

Folder 2: Library Liaison Committee 1980-1989 (incomplete)

Folder 3: Library Liaison Committee 1990-1992 (incomplete)

Folder 4: Information Services Sub-Committee 1992-1993 (incomplete)

Folder 5: Information Services Sub-Committee 1994-1996 (incomplete)

Folder 6: Information Services Sub-Committee 1996-1997 (incomplete)

Box 4: Library committee minutes and memos; library building fixtures and fittings; 121 items

Folder 1: Library committee 1984-1986; 25 items

- 4/1/1 Memo about paying for the library, addressed to Chairman of the resources and academic planning committee. Oct. 1984
- 4/1/2 Library committee revision of terms of reference and composition Oct. 1985
- 4/1/3 Memo on co-operation between Surrey and Brunel University Libraries. Sept. 1986
- 4/1/4 Library development, 1986-1990, including plans for computerization
- 4/1/5 Library committee minutes 22/01/1986
- 4/1/6 Library committee members 1986/7
- 4/1/7 Proposed library budget 1986/7
- 4/1/8 Library committee agenda 30/04/1986 and minutes of meeting 22/01/1986
- 4/1/9 Library committee minutes 30/04/1986
- 4/1/10 Library committee membership 1984-1986
- 4/1/11 Proposed library budget 1986/7
- 4/1/12 Library committee agenda 26/06/1986 and memo concerning journals 1986/7
- 4/1/13 Memo from Secretary General & Registrar to Librarian concerning library staff vacancies dated 11/06/1986
- 4/1/14 Library committee minutes 26/06/1986

- 4/1/15 Memo to Librarian concerning co-option to library committee dated 08/07/1986
- 4/1/16 Memo to Secretary General from Librarian dated 11/08/1986 concerning frozen staff posts in the library
- 4/1/17 Review of committee structure October 1986
- 4/1/18 Library corporate plan 1991/2 – 1994/95, including background 1976-1985
- 4/1/19 Library committee membership Oct 1986
- 4/1/20 Request for capital grant for library automation Oct 1986
- 4/1/21 Library committee agenda and minutes 12/11/1986
- 4/1/22 December 1986 memos concerning staffing hours
- 4/1/23 University review of committee structures December 1986
- 4/1/24 Provisional book fund allocation 1986/7
- 4/1/25 Library committee members 1986/7

Folder 2: Library committee 1987-1989; 20 items

- 4/2/1 Proposed library budget 1986/7
- 4/2/2 Funding for rationalisation and change – provisional forecast – library January 1987
- 4/2/3 Library committee terms of reference February 1987
- 4/2/4 Library committee agenda and minutes 04/03/1987
- 4/2/5 Paper on library automation, March 1987 covering funding to link Brunel's libraries on the Uxbridge and Runnymede sites to wider networks
- 4/2/6 Library committee agenda and minutes 17/06/1987
- 4/2/7 Library lending services and charges and rules July 1987
- 4/2/8 Library committee agenda and minutes 11/11/1987, including annual report 1986/7 and computing committee report 1986/7
- 4/2/9 Proposed library budget 1987/8
- 4/2/10 Library committee agenda and minutes 02/03/1988
- 4/2/11 Library equipment and furniture requirements 1987/8
- 4/2/12 Proposed library budget 1988/9
- 4/2/13 Changes to library rules August 1988, including smoking ban in public areas of the libraries
- 4/2/14 Library automation progress report May 1988
- 4/2/15 Library committee agenda and minutes 08/06/1988
- 4/2/16 Library automation progress report Nov. 1988
- 4/2/17 Library buildings – use of space Nov. 1988
- 4/2/18 Library committee agenda and minutes 16/11/1988
- 4/2/19 Proposed library budget 1988/9 – comments
- 4/2/20 Library committee – allocation of non-recurrent grant of £20,000 and £5,000 brought forward from 1989/90. Nov. 1989

Folder 3: Library committee 1989-1991; 37 items

- 4/3/1 Provisional library budget 1989/90
- 4/3/2 Library committee minutes 15/02/1989
- 4/3/3 Paper on weekend and Friday evening opening Feb. 1989
- 4/3/4 Library committee agenda 27/06/1989

- 4/3/5 Universities in Great Britain: libraries as % of university recurrent expenditure
- 4/3/6 Amendments to library rules June 1989
- 4/3/7 Apologies for library committee meeting 27/06/1989, including comments
- 4/3/8 Library committee minutes 27/06/1989
- 4/3/9 Paper on library IT requirements 1989-1992
- 4/3/10 Library committee agenda and minutes 15/11/1989, including annual report 1988/89
- 4/3/11 Library committee agenda and minutes 21/02/1990
- 4/3/12 Budgets and financial forecasts 1990
- 4/3/13 Library committee agenda 26/06/1990
- 4/3/14 Provisional library budget June 1990
- 4/3/15 Library journals budget Sept. 1990
- 4/3/16 Provisional library budget 1990/91
- 4/3/17 Analysis of library loans by department 1991
- 4/3/18 Library committee agenda and minutes 14/11/1990
- 4/3/19 Library space allocation 1991-1994
- 4/3/20 Library committee 1991/2
- 4/3/21 Library corporate plan 1991/2-1994/5
- 4/3/22 Library recurrent budget and provisional library budget 1991/2
- 4/3/23 Library committee minute – journal subscriptions
- 4/3/24 Memo concerning library journals budget Sept. 1990
- 4/3/25 Memo concerning journal cancellations Oct. 1990
- 4/3/26 Resource Distribution Model – Library Feb. 1991
- 4/3/27 Memo equipment bid March 1991
- 4/3/28 Memo Brunel University accounts Feb 1991
- 4/3/29 Memo membership of library committee Feb 1991
- 4/3/30 Library committee agenda 20/02/1991
- 4/3/31 Library committee agenda 18/06/1991 and minutes 20/02/1991
- 4/3/32 Library committee minutes 18/06/1991
- 4/3/33 Appointment of new Assistant Librarian Nov 1991
- 4/3/34 Library committee agenda 13/11/1991, including library expansion plans after 1994/5
- 4/3/35 Library committee minutes 13/11/1991, including proposals on future of Transport Trust collection at Brunel University
- 4/3/36 Paper on administrative and library computing
- 4/3/37 Library committee 1992/3

Folder 4: Library committee 1992; 12 items

- 4/4/1 Library committee terms of reference Feb 1992
- 4/4/2 Library committee agenda and minutes 19/02/1992, including changes to library borrowing recommendations
- 4/4/3 Changes to library borrowing regulations Feb 1992
- 4/4/4 Memo on library committee minutes March 1992
- 4/4/5 Memo on library resources Mar 1992
- 4/4/6-7 Memo on changes to library rules June 1992 (2 copies)

- 4/4/8 Library committee minutes 17/06/1992, including retirement of the librarian
- 4/4/9 Memo on library inductions for 1st year students Oct 1992
- 4/4/10 Memo concerning post of Head of Library Services
- 4/4/11 Memo concerning impact of student number expansion on Brunel University Services July 1992
- 4/4/12 Library committee minutes 25/11/1992

Folder 5: Library furniture and fittings 1972/3; 9 items

- 4/5/1 Photocopy of image of Joe Tilson mural
- 4/5/2 Memos concerning decisions about library carpeting 1972/3
- 4/5/3 Memos concerning library locks and keys 1972/3
- 4/5/4 Memos concerning cushions for library window seats 1973
- 4/5/5 Proposed furniture list for Brunel University Library Jan. 1973
- 4/5/6 Memo concerning new library furniture: computer equipment April 1972
- 4/5/7 Correspondence concerning a grant for new furniture from the University Grants Committee August 1972
- 4/5/8 Memo concerning omissions from the furniture list Oct. 1973
- 4/5/9 Correspondence concerning furniture allowance for library Nov. 1973

Folder 6: Library furniture and fittings 1980-94; 18 items

- 4/6/1 Memos concerning recarpeting of library 1983
- 4/6/2 Memo concerning type of carpet used in the library Jan. 1983
- 4/6/3 Memos concerning payment for recarpeting of library 1982/3, including floor plans
- 4/6/4 Manuscript notes on types of flooring and their suitability [undated]
- 4/6/5 Memo requesting quote for cost of building 2 small seminar rooms Dec. 1980
- 4/6/6 Plans of the library [undated – 1980s?]
- 4/6/7 Folded architect's plan of library level 1. May 1984
- 4/6/8 Memo concerning repainting the library April 1990
- 4/6/9 Memo submission for minor works to library toilets April 1991
- 4/6/10 Memo re. library staff parking April 1991
- 4/6/11 Memos re. alterations to partition wall on library ground floor (Clinker Room) April 1991
- 4/6/12 Minor works financial summary 1990, including refurbishment of library toilets and Clinker Room partitions
- 4/6/13 Minutes of the Minor Works Committee 23/05/1991, including agreement on Clinker Room partition
- 4/6/14 Minutes of the Minor Works Committee 12/12/1991, including submission of library works
- 4/6/15 Memo re. recarpeting library Jan. 1992
- 4/6/16 Memo submission for Minor Works covering external library notice, floodlighting for library entrance, upgrades to lights in library entrance and an acoustic hood for the library public telephone Nov. 1992

- 4/6/17 Memo re. granting of Minor Works budget for library Feb. 1993
4/6/18 Memo re. Minor Works budget for purchase of threshold mats for the library May 1994

Box 5: Library annual reports, prospectus entries, library guides, building details; 76 items

Folder 1: Library annual reports 1957-1991 (incomplete); 34 items

- 5/1/1 Library report 1957/58
5/1/2 Library annual report 1958/59
5/1/3 Library report 1959/60
5/1/4 Brunel College Library annual report 1963
5/1/5 Brunel College Library annual report 1964
5/1/6 Library annual report 1965/66
5/1/7 Library annual report 1967
5/1/8 Library annual report 1970
5/1/9 Library annual report 1971
5/1/10 Library annual report 1972
5/1/11 Library annual report 1973
5/1/12 Library annual report 1974
5/1/13 Library annual report 1975
5/1/14-15 Library annual report 1976 (2 copies)
5/1/16 Library annual report 1977
5/1/17 Request for statistics for annual report 1978 – ink annotations
5/1/18 Library annual report 1979
5/1/19 Library annual report 1979 (not the same as above)
5/1/20 Library annual report 1980/81
5/1/21 Library annual report 1981/82
5/1/22 Library annual report 1982/83
5/1/23 Library annual report 1983/84
5/1/24 Library annual report 1984/85
5/1/25 Library annual report 1985/86 (final version)
5/1/26 Library annual report 1985/86 (draft)
5/1/27 Library annual report 1986/87 (final version)
5/1/28 Library annual report 1986/87 (draft)
5/1/29 Library annual report 1987/88
5/1/30 Library annual report 1988/89
5/1/31 Library annual report 1989/90
5/1/32 Library annual report 1989
5/1/33 Library annual report 1990/91 (final version)
5/1/34 Library annual report 1990/91 (draft)

Folder 2: Brunel University Library annual review, service standards (1990), prospectus entries (1987 and 1989); 8 items

- 5/2/1 Brunel University Library annual review 1992/1993

- 5/2/2 Library services annual review 1993/94
- 5/2/3 Library service standards 1999
- 5/2/4 Library services definition 1999
- 5/2/5 Service standard work plan summary 1999
- 5/2/6 Improving library internal communications action plan 1999
- 5/2/7 Library prospectus entry 1989/90
- 5/2/8 Library prospectus entry 1987

Folder 3: Library reports, history, architect's brief, guides to the library 1967-2005; 31 items

- 5/3/1 SCONUL report on computer-based information services in universities 1990
- 5/3/2 Brunel University Library guide (undated)
- 5/3/3 Brunel Library history pamphlet (2005?)
- 5/3/4 Brunel University Library building details (1980)
- 5/3/5-6 Brunel University Library building details (1977?) 2 copies
- 5/3/7-8 Article: The new library at Brunel, inc. photographs of building and staff. Taken from Brunel Bulletin Dec. 1973.
- 5/3/9-11 Brunel University Library history pamphlet covering 1967-1976 (3 items)
- 5/3/12 Library facilities at Brunel pamphlet (undated, but pre-M25 and post-decimalisation)
- 5/3/13 *A vision of the future: Uxbridge campus development proposals September 2002* Includes details of proposed extension to the library building
- 5/3/14 Report about the library dated Jan. 1969 expansion of the library at Uxbridge including in the Engineering Centre and the Lecture Centre
- 5/3/15 Report about the library dated April 1969
- 5/3/16 Report about the library dated Sept. 1969 includes plans to install telex
- 5/3/17 Report about the library dated Jan. 1970
- 5/3/18 Report about the library dated April 1970, the library is running out of space so the shelves have had to be moved closer together
- 5/3/19 Report about the library dated Jan. 1971 the library is in temporary accommodation and there are fears it will encroach into space for lectures
- 5/3/20 Report about the library dated Jan. 1972
- 5/3/21 Report about the library dated April 1972, including information about book issuing using punched cards
- 5/3/22 Report about the library dated Jan. 1973
- 5/3/23 Report about the library dated May 1973, includes details of how the design of the new building has been configured to allow light in
- 5/3/24 Report about the library dated Jan. 1974 includes details of the transfer of the University archives to the library
- 5/3/25 Report from the library dated April 1974 includes an explanation of how centralised cataloguing on index cards works

- 5/3/26 Report about the library dated Sept. 1974 includes details of accessing publications from HMSO and other government publications
- 5/3/27 Report about the library dated Sept. 1975
- 5/3/28 Notes on the planning of the library and architect's brief dated June 1967 (photocopy)
- 5/3/29 Notes on the planning of the library and architect's brief dated June 1967
- 5/3/30 A guide to the library September 1968
- 5/3/31 Brunel University Library a guide Oct 1979
- 5/3/32 Brunel University Library a guide 1980
- 5/3/33 Brunel University Library A to Z December 1983
- 5/3/34 Brunel University Library A to Z 1987

Folder 4: Brunel University Library guide (1973) and periodical & serial holdings (1967-68); 3 items

- 5/4/1 Brunel University Library a guide September 1973
- 5/4/2 Brunel University Library periodical & serial holdings 1st edition October 1967
- 5/4/3 Brunel University Library periodical & serial holdings 2nd edition (marked up with classmarks) January 1968

Box 6: Library finance and planning group. Library exhibitions and publications

Folder 1: Library finance and planning group (FINPLAN) 1995-1997(incomplete); 24 items

- 6/1/1 Minutes of FINPLAN 17/04/1995
- 6/1/2 Minutes of FINPLAN 09/01/1996, includes bug testing with the implementation of the Unicorn library management system from SIRSI.
- 6/1/3 Paper on library development to accommodate moves of Arts & Geography/Geology [undated, probably 1996] covers developments to the Uxbridge and Runnymede library sites.
- 6/1/4 Paper on the impact of expansion of services at Brunel University [dated Oct. 1992]
- 6/1/5 Minutes of FINPLAN 24/04/1996
- 6/1/6 Minutes of FINPLAN 01/05/1996
- 6/1/7 Agenda & minutes of FINPLAN 08/05/1996
- 6/1/8 Minutes of FINPLAN 22/05/1996
- 6/1/9 Minutes of FINPLAN 29/05/1996
- 6/1/10 Draft Osterley library plans – ground floor alterations & refurbishments Summer 1996

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6/1/11	Memo concerning the library levy dated 11/06/1996 and referred to in 6/1/12.
6/1/12	Minutes of FINPLAN 17/06/1996
6/1/13	Minutes of FINPLAN 19/06/1996
6/1/14	Minutes of FINPLAN 11/07/1996
6/1/15	Minutes of FINPLAN 17/07/1996
6/1/16	Minutes of FINPLAN 01/08/1996
6/1/17	Minutes of FINPLAN 28/08/1996
6/1/18	Minutes of FINPLAN 18/09/1996 includes note on Clinker/Garnett conservation
6/1/19	Memo concerning equipment wish list 09/10/1996
6/1/20	Minutes of FINPLAN 09/10/1996 includes note on Clinker/Garnett conservation
6/1/21	Paper on ideas emerging from the library survey workshops held in September 1996 and the resulting actions agreed by FINPLAN
6/1/22	Minutes of FINPLAN 06/11/1996
6/1/23	Agenda & minutes of FINPLAN 18/12/1996, including paper on harmonization of loan policies
6/1/24	Incomplete minutes of FINPLAN meeting in January 1997

Folder 2: Library exhibitions and publications; 4 items

6/2/1	Poster for an exhibition of small books, 1983
6/2/2	Abstracts and indexes for engineers, by Liz Chapman, written in the style of Wainwright.
6/2/3	Library staff suggestion book, 1978-1980
6/2/4	Library entrance checkpoint daily record 1973-1991

Box 7: Brunel University published newsletters.

Folder 1: Brunel News 1997-1999; 18 items

7/1/1	Issue 1 dated November 1997. Includes article 'Library Developments', pg. 6.
7/1/2	Issue 5 dated March 1998. Includes article 'Uxbridge Library-Stock and Building Projects', pg.3.
7/1/3	Issue 7 dated May 1998. Includes article 'Library News- New Datasets', pg. 3.
7/1/4	Issue 9 dated July 1998. Includes article 'Twickenham Campus Library', pg. 2.
7/1/5	Issue 10 dated September 1998. Includes page 'Library News', pg. 5.
7/1/6	Issue 12 dated November 1998. Includes article "'Library News- New Datasets', pg. 7.
7/1/7	Issue 13 dated December 1998. Includes article 'Library News', pg. 2.
7/1/8	Issue 14 dated January 1999. Includes article 'Library News', pg. 3.

- 7/1/9 Issue 15 dated February 1999. Includes article 'Library News', pg. 3.
7/1/10 Issue 16 dated March 1999. Includes article 'Library News', pg. 2.
7/1/11 Issue 17 dated April 1999. Includes section 'Library News', pg. 10.
7/1/12 Issue 18 dated May 1999. Includes section 'Library News', pg. 5.
7/1/13 Issue 19 dated June 1999. Includes section 'Library News', pg. 6.
7/1/14 Issue 20 dated July 1999. Includes page 'Library News', pg. 6.
7/1/15 Issue 21 dated September 1999. Includes page 'Library News', pg. 5.
7/1/16 Issue 22 dated October 1999. Includes article 'Usage of Electronic Journals Soars', pg. 8.
7/1/17 Issue 23 dated November 1999. Includes page 'Library News', pg. 10.
7/1/18 Issue 24 dated December 1999. Includes page 'Library News', pg. 8.

Folder 2: Brunel News 2000-2008; 25 items

- 7/2/1 Issue 25 dated January 2000. Includes page 'Library News', pg. 2.
7/2/2 Issue 27 dated March 2000. Includes page 'Library News', pg. 9.
7/2/3 Issue 28 dated April 2000. Includes page 'Library News', pg. 6.
7/2/4 Issue 29 dated May 2000. Includes page 'Library News', pg. 5.
7/2/5 Issue 31 dated July 2000. Includes page 'Library News', pg. 5.
7/2/6 Issue 32 dated September 2000. Includes page 'Library News', pg. 6.
7/2/7 Issue 41 dated July 2001. Includes article 'Library News', pg. 7.
7/2/8 Issue 42 dated September 2001. Includes article 'Library News', pg. 8.
7/2/9 Issue 58 dated March 2002. Includes article 'Library News', pg. 6.
7/2/10 Issue 50 [No. on newsletter] dated May 2002. Includes article 'Library News' and 'New Library Staff', pg. 4.
7/2/11 Issue 51 dated June 2002. Includes article 'Library Welcomes New Staff (and Other News)', pg. 7.
7/2/12 Issue 53 dated September 2002. Includes article 'new Head of Library Services', pg. 5.
7/2/13 Issue 54 dated October 2002. Includes article 'Library News', pg. 8.
7/2/14 Issue 55 dated November 2002. Includes page 'Library News', pg. 8.
7/2/15 Issue 56 dated December 2002. Includes article 'Library News', pg. 11.
7/2/16 Issue 57 dated January 2003. Includes article 'Library News', pg. 3.
7/2/17 Issue 60 dated May 2003. Includes article 'Records Management- into the 21st Century', pg. 6.
7/2/18 Issue 61 dated June 2003. Includes article 'What next for the Library?', pg. 1.
7/2/19 Issue 64 dated November 2003. Includes article 'University honours "Mother Brunel"', about Shelia Bannerman and the library building being named after her pg. 5.
7/2/20 Issue 65 dated December 2003. Includes article 'New Library Databases and Electronic Journals', pg. 8.
7/2/21 Issue 70 dated July 2004. Includes article 'Library launch new Databases', pg. 8.
7/2/22 Issue 75 dated January 2005. Includes article 'Extended Library', pg. 8.

- 7/2/23 Issue 85 dated July 2006. Includes article 'A Day in the life of The Bannerman Centre', pg. 6.
- 7/2/24 Issue 100 dated May 2008. Includes article 'Students to Help Provide Extended Library Hours', pg. 4.
- 7/2/25 Issue 102 dated September 2008. Includes article 'Print, scan or copy-now an all-in-one service!' about photocopying service in the library, pg. 8.

Folder 3: Quadrangle and Express newsletters; 10 items

- 7/3/1 Quadrangle, Issue 1. Contains article 'Update from Brunel Library Services', pg. 9.
- 7/3/2 Quadrangle, Issue 2, Dated March 1996. Contains articles under 'Library News', pg. 7.
- 7/3/3 Quadrangle, Issue 3, Dated May 1996. Contains articles under 'Library News', pg. 14.
- 7/3/4 Quadrangle, Issue 4, Dated July 1996. Contains articles under 'Library News' including 'Osterley Library Reorganisation', pg. 16.
- 7/3/5 Quadrangle, Issue 5, Dated October 1996. Contains articles under 'Library News', pg. 19.
- 7/3/6 Quadrangle, Issue 6, Dated April 1997. Contains articles under 'Library News', pg. 20-1.
- 7/3/7 Express, Issue 2, Dated June 2009. Contains article 'Library extends opening hours, pg. 6.
- 7/3/8 Express, Issue 11, Dated Summer 2011. Contains article 'Brunel's ongoing facelift: news round-up' which mentions Library's refurbishment, pg. 4.
- 7/3/9 Express, Issue 17, Dated Winter 2012. Contains page 'Behind the Scenes at the Library', pg. 16-7 and 'The Library: Who's Who?' pg. 18-9.
- 7/3/10 Express, Issue 21, Dated Winter 2013. Contains article 'Brunel University Library Now open 24/7', pg. 3.

Folder 4: Misc.; 11 items

- 7/4/1 Route 66 newsletter, Issue 78, Dated March 2004. Contains article 'Library Extension – Bigger and Better', pg. 12.
- 7/4/2 Brunel Link newsletter, Dated 2007. Contains article 'Contribute to Brunel's Archives', pg. 29.
- 7/4/3 Leading Edge, Issue 3, Dated Summer 2005. Contains article 'Library Support for Researchers', pg. 4.
- 7/4/4 Brunel newsletter, Issue 4. Dated 1987. Contains page on the Library including articles on electronic resources and 'Library Assists the Upwardly Mobile Graduate', 2nd last pg.

- 7/4/5 Le Nurb newsletter, Issue 2. Contains article 'A View from the Shelves', pg. 6.
- 7/4/6 Assertiveness Training memo for January 2006. (Possible insert for Library Links Newsletter).
- 7/4/7 Professional Training classes timetable for Summer Term 2007. (Possible insert for Library Links Newsletter).
- 7/4/8 Library Fire Policy, amended March 2007. (Possible insert for Library Links Newsletter).
- 7/4/9 Library Strategic Plan 2003-7. (Possible insert for Library Links Newsletter).
- 7/4/10 Notes from SSWG, March 2007. Point 4.8 is about the Library. (Possible insert for Library Links Newsletter).
- 7/4/11 Uxbridge Campus Development Proposals, September 2002. Pg. 12 includes mention of Library being extended
- 7/4/6-15 Bookmark newsletter, newsletter about the library. Issue 1-17. Dated Summer 2003- Autumn 2009.

Folder 5: Library Links 2002 -3 ; 50 items

- 7/5/1-50 Library Links issues from Issue 1, July 22 2002 to issue 50, September 1 2003

Folder 6: Library Links 2003 - ; 50 items

- 7/6/1-50 Library Links issues from Issue 51, September 8 2003 to issue 100 September 6 2004

Box 8: Library Links.

Folder 1: Library Links 2004 -5 ; 50 items.

- 8/1/1-50 Library Links issues from Issue 101, September 13 2004 to issue 150 October 17 2005.

Folder 2: Library Links 2005 - 6; 50 items.

- 8/2/1-50 Library Links issues from Issue 151, October 24 2004 to issue 200 November 20 2006.

Folder 3: Library Links 2006 -7 ; 50 items.

- 8/3/1-50 Library Links issues from Issue 201, November 24 2006 to issue 250 December 3 2007.

Folder 4: Library Links 2007 -8 ; 40 items.

- 8/4/1-40 Library Links issues from Issue 251, December 10 2007 to issue 290 September 29 2008.

Folder 5: Library Links 2008 -9 ; 45 items.

- 8/5/1-35 Library Links issues from Issue 291, October 6 2008 to issue 325 June 29 2009.

8/5/36-45 Library Links issues from Issue 327, June 29 2009 to issue 336
September 1 2009.

Folder 6: Library Links 2009 -10 ; 52 items.

8/6/1-14 Library Links issues from Issue 337, September 7 2009 to issue 350
December 8 2009.

8/6/15-21 Library Links issues from Issue 1, January 5 2010 to issue 7, March 1
2010.

8/6/22-31 Library Links issues from Issue 9, March 16 2010 to issue 18, May 24
2010.

8/6/32 Library Links Issue 188 [Should be 19], June 1 2010.

8/6/33-4 Library Links issues from Issue 20, June 8 2010 to issue 21, June 14
2010.

8/6/35-44 Library Links issues from Issue 23, June 28 2010 to issue 32,
September 27 2010.

8/6/45-49 Library Links issues from Issue 36, October 25 2010 to issue 40,
November 22 2010.

8/6/50-2 Library Links issues from Issue 42, December 3 2010 to issue 44,
December 21 2010.

Folder 7: LibQual Survey ; 2 items.

8/7/1 LibQual Survey Spring 2004 black and white

8/7/2 LibQual Survey Spring 2004 colour.

Box 9: Library building

- 9/1 3 folded plans for proposed furniture layout, by ROC Office Furniture. 2003.
- 9/2 Folded plans for Library Extension, from Rivington Street Studio Architecture. Some annotated by hand. 7 items. 2003.
- 9/3 "Building Issues". Documents on extension of study rooms and establishment of Law library (2 items); documents on condition report of building, 2009, and arising from it (6 items); library history leaflet dated February 2005.
- 9/4 As 9/2, from 2002: 20 folded plans. List of plans.
- 9/5 Documents to do with Bannerman extension, 2002: 3 items
- 9/6 Room data sheets for library extension project, from Rivington Street Studio
- 9/7 As 9/2, 2002. 18 folded plans.

Box 10: 3 copies of Brunel University Library Extension Stage C report, 27 June 2002, by Rivington Street Studio.

Box 11: Library building, Bannerman refurbishment project 2007-8. Architects were appointed but none of this happened in the end. Ann Cummings tried to resurrect in 2015, the project was blocked again, and was intended to restart in 2016.

- 11/1 One-stop-shop for learner support, report number 1050/07. Two copies.
- 11/2 Business case for the refurbishment of the Bannerman Centre ground floor to create a world class student and learner support centre at the heart of the campus. November 2007. Two copies, plus three colour photograph prints.
- 11/3 Documents to do with project inc plans and corresp.
- 11/4 Library extension: documents from 2004 inc correspondence on snagging issues and on the stock moves.
- 11/5 Bannerman Centre opening 2005

HIST Finding Aid

11/6/1-19 Nineteen postcards with comments by Brunel alumni collected during the 2016 Brunel 50th Anniversary Alumni weekend. Alumni were invited to write a comment/memory of the Library to share with other graduates, as well as their subject area and dates. Notable comments include a couple falling in love via the Library lockers, memories of a sit-in in the Library and a 1972 alumni using materials from the Library to construct an Engineering project bridge across the River Pinn.