

# UWS Library Public Task Statement

Updated: July 2015	Review date: July 2018
--------------------	------------------------

## Table of Contents

1. Background .....	1
2. Public Task.....	1
3. Access and Licensing .....	2

### 1. Background

UWS Library's overall objective is to provide library support for learning, teaching and research at the University of the West of Scotland. Library support is delivered within the context of the University of the West of Scotland's [corporate strategy](#) and [regulations](#).

### 2. Public Task

UWS Library provides library support to students and staff at the University of the West of Scotland in many different ways:

- we teach students about information and digital literacy;
- we provide subject support and general library assistance via an enquiry service;
- we support the University's research community with literature review, open access and institutional repository assistance;
- we advise and educate academic staff on copyright matters;
- we manage the subscriptions for electronic resources and acquire books, e-books, DVDs and other items to ensure that UWS students have access to the information that they need to complete their studies successfully;
- we are responsible for the University's online Library Management System, which records the location and usage of items in library stock, and manages the fines system for late returns;
- we manage the library collection to ensure currency and relevancy;
- we operate and manage physical library spaces to provide students with environments that are conducive to academic study;

- we operate an inter-library loan service to acquire temporarily items that are not in stock in UWS Library;
- we facilitate access to our collection by researchers at collaborating institutions;
- and we retain the University's Special Collections.

UWS Library's public task is to provide these services to university staff and students. Services provided to others, such as members of the public, fall outside of this remit and are, therefore, outside of the scope of the Re-use of Public Sector Information Regulations 2015.

Only material held in UWS Library covered by the [Collection Development Policy](#) falls within the public task.

### **3. Access and Licensing**

Much of the data that we use is collected centrally by the University of the West of Scotland for use by all Schools and Departments of the University. The University of the West of Scotland is not required to make this data available for re-use under the Re-use of Public Sector Information Regulations 2015.

Data collected and created by UWS Library is done so in accordance with our public task.

All information held as part of UWS Library's public task is available for re-use under the Re-use of Public Sector Information Regulations 2015, subject to third-party rights or other confidentiality.

This statement is regularly reviewed. If you have any queries about this public task statement or would like to challenge it, please contact us at [library@uws.ac.uk](mailto:library@uws.ac.uk)