

Spring 3-23-2015

# Student Advisory Committee Minutes D Term 2015

George C. Gordon Library

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Library Student Advisory Committee Minutes  
D Term  
March 23, 2015

Present: Zahr Lyttle, Johnny Ross, Mark Panetta, Xiaodi Pan, Christine Tang, Don Richardson, Kevin Wheeler, Debbie Bockus, Jess Colati, Mary Beth Harrity

### Library

- Don informed the group that the Library is in the process of interviewing for two open Research and Instruction Librarian positions. The Library had one open position and Tom Hohenstein will be leaving in April. Tom has been active in supporting graduate students, particularly with office hours at Gateway. Debbie assured the GSG that we will continue to offer the Gateway hours of Tuesdays and Thursdays from 2:00 – 4:00 pm until the end of the academic year. She also asked the graduate students at the meeting if they could send any ideas to her about other ways to support the graduate students. Christine mentioned that many of the students at Gateway are involved in grant writing and that may be a good topic for a workshop or support from the library. She also mentioned that many grad students do not go to Gateway.
- “Food for Fines” is continuing until the end of the academic year. Students may “pay” for overdue fines with food items that we will donate to a local food bank. We have already made two donations. For each non-perishable food item \$5.00 in fines will be waived.
- In response to this committee’s request from earlier in the year, the library will be open until 11:00 pm on Friday evenings for the rest of the academic year. Previous closing time was 9:00 pm. We will continue to monitor usage to assess how popular the added hours are with students.
- The WPI community may now check out back issues of popular magazines located on the 3<sup>rd</sup> floor of the library. The issues are clearly marked and may be taken out for 7 days. This was in response to requests library staff have received from faculty, students and staff recently.
- The Library is continuing its collaboration with the SGA in purchasing textbooks for course reserves. For the past 2 years, SGA has generously paid for textbooks for classes with 100+ students enrolled. This term, they will be providing funding for classes with 75+ students and textbooks with high usage. The Access Services Department is working closely with the SGA representatives to monitor volume, costs and usage.
- Once again the Library is partnering with the Community Service Office and the Worcester Public School System to collect books for children in K-8 grades as part of a city wide initiative - *Worcester : the city that reads*. Last year WPI led all Worcester colleges in donations, collecting 1,200 books for Worcester children to read during the summer. Debbie gave posters about the event to the students at the meeting and asked for their help in spreading the word about the program. A suggestion was made by the students that perhaps we could combine the collection of books with the “Food for Fines”. Library staff will take this under consideration.
- Currently, there is an IQP team assessing lighting in the building. They will be collecting data during this week, possibly into next week, using standard equipment. They will be sharing their final report with us and we are looking forward to reading it.
- Debbie gave fliers to the students encouraging them to take the survey offered by Food Services.

- Jess updated the group on current and upcoming exhibits. There is a display on past presidents on the ground floor in the Archives Gallery. A display on the WPI Plan will be coming soon. We will be collaborating with other departments across campus on displays celebrating WPI's 150<sup>th</sup> Anniversary. We encourage ideas for displays from groups and clubs, with a focus on milestones, anniversaries, or anything related to WPI in the last 150 years.. Please send any suggestions to either Jess Colati ([jcolati@wpi.edu](mailto:jcolati@wpi.edu)) or Debbie Bockus ([dbockus@wpi.edu](mailto:dbockus@wpi.edu)). Along with physical exhibits in the display cases, we also encourage ideas for virtual "displays".
- Jess reminded the students that the Archives is the repository for all SGA and GSG minutes. Please send them to [archives@wpi.edu](mailto:archives@wpi.edu)

### **Help Desk**

- Kevin let us know that the redesign of the IT Help Desk area in front of the Help Desk is going well. They also added 2 more print stations to the Print Center. As a cashless service desk, overdue fines are no longer being assessed but people may be blocked from checking out equipment. Change Advisory Board: info on blackout times across campus

### **Academic Technology Center**

- Mary Beth mentioned that there were some stability issues with myWPI in the fall. An upgrade took place in Jan and after some tweaking in C term, it seems more stable now.
- Mary Beth also reminded the students that WPI supports the software Qualtrics for surveys. All WPI community members have access to it and they are encouraged to use it.
- Poster printing at the ATC office in Fuller Labs is a popular service. Please remember that we require 2 business days advance notice
- ATC is seeing an increase in the number of video projects that students are completing for classes. We have added a few new cameras to our inventory to keep up with the equipment requests

### **GSG**

- Christine asked what the library's hours will be over the summer and if we will be open weekends. We will be open Monday through Friday from 8:00 AM to 8:00 PM. The only Saturday hours will be for Alumni Reunion and Touch Tomorrow (11:00 AM to 4:00 PM). We have been open in the past on Sunday evenings during the summer but the count of people utilizing this service was very, very low. In its place, we offer extended Friday night hours.

### **SGA**

- Students said that there have been several reports of "incidences" in the library, such as loud groups of students or people who "stake out" an area by leaving their belongings to "save" their spot and then leave for long periods of time. The 3<sup>rd</sup> floor and the FLIP space seem to be particular areas of concern. Is it possible that there could be a texting "hotline" that could be used to report problems to staff to resolve the problem? Debbie said that we already have a mechanism in place with our "Chat" service. Students didn't know about it so Jess showed them how to access it on the Library's main web page. Originally meant as a quick research assistance tool, it is sometimes used by people to report "incidences". It is monitored by staff whenever the library is open. Rather than set up another texting service or "hot line", we encourage students to use our "Chat" service. Library staff will update the web page to alert

people that it can be used for more than just research assistance. We can also put some signage letting people know that they should not leave their belongings to “save” a space and that they take a chance their items could be stolen. We will also add that the cubicles do not contain the noise but that it travels over the tops of the walls, so please be considerate of others.

- A discussion about the possibility of moving all books off of the 3<sup>rd</sup> floor and relocating them to either the first or ground floors to open up more FLIP space took place. Don pointed out that just over a year ago the Library Vision Task Force made the same recommendation. (Report located at [http://www.wpi.edu/Images/CMS/Library/Report\\_of\\_the\\_Library\\_Vision\\_Taskforcet.pdf](http://www.wpi.edu/Images/CMS/Library/Report_of_the_Library_Vision_Taskforcet.pdf))

The major block to this project is the expense in purchasing compact shelving and the lengthy process of evaluating the collection to determine what needs to be retained in the building, the feasibility of off-site storage (we are exploring options both locally and regionally with other colleges) and determining items that can be removed from the collection. This is an ongoing project for the library. SGA is eager to help with the process, perhaps with monetary support. We will continue the discussion and welcome the SGA and GSG support and ideas.

- Students asked if we would consider being open 24 hours at the ends of terms. Debbie said that we had tried this a few times over the years both with student staff and then with temporary staff. All reports noted that usage dropped off around 1:00 or 2:00 AM. Most people were gone well before the last call by SNAP at 4:00 AM. Based on this information, we decided to close at 3:00 AM so that anyone that wanted to take advantage of SNAP could do so.
- Would the Library be interested in pursuing the idea that an IQP group worked on regarding a web based program that could show the availability of PCs in the building? IT and the Library have investigated this a little bit in the past and are open to the idea. Again, funding is an issue. Mary Beth suggested that perhaps an open source, free program could be found. Students suggested that perhaps a WPI app could be designed.
- SGA is planning a Campus Resource Event, Sept 19<sup>th</sup> from noon to 4:00 that is directed at parents and new students. They invited us to participate to talk about our services and the Library will be happy to participate.