Student Library Advisory Council Meeting Minutes
March 17, 2016, 5:30 p.m.
Library Room 410

Meeting was called to order at 5:45 p.m. by Nancy Garmer

Roll Call:

Members of the Student Library Advisory Council (SLAC) present:
Urvashi Saxena, Vice-Chairperson
Aabha Sant
Dhruv Patel
Mike Patrick – Via Skype

Other Attendees:
Dr. Sohair Wastawy, Dean of Libraries
Nancy Garmer, Interim Assistant Dean, User Experience
Gwen Harris, Public Services Librarian

CALL TO ORDER

Nancy called the meeting to order at 5:45 p.m. after waiting for several members who had rsvp'd that they would be attending. However, several companies were on campus conducting job interviews during the meeting time.

Urvashi created a folder for the Student Library Advisory Council in Google Drive. All members have access to current and previous minutes, agendas and related documents.

The minutes from the February meeting were approved with no changes.

Nancy asked if the council members would prefer to meet in the DSL classroom despite the no food or drink rule. Dhruv stated that the DSL classroom has a lot of echoes. He taught his first Coding Session in that room the previous night and he felt it was very distracting. Urvashi agreed that the sound is not good and that the people meeting in the adjoining conference room can also be heard.

Dr. Wastawy explained that it was built that way for maximum air flow as the conference room does not have A/C. The construction cost would have been much, much higher to close that room in. Meetings will continue in 410.

EVANS LIBRARY REPORT

Nancy provided updates on suggestions SLAC made at the last meeting:

1. <u>More Variety / Vegetarian Options at Library Cafe</u>
   Library Administration contacted Dining and they need specific requests to add items to the menu. The question was posed to students as a whiteboard question: If the Café expanded its menu, what would you like? Angela created a spreadsheet of the responses that was posted in the SLAC google drive. Items cannot be cooked in the

café, but warmed in the microwave. Someone suggested a Panini press which the Library will look into.

Council members agreed that more food and more variety are necessary. Sandwiches often run out. There needs to be more variety of veggie sandwiches like the ones they have at the SUB. Condiments are necessary! Mustard, mayo, chipotle mayo, etc. The café only has salad dressing for the salads. Doughnuts and muffins would be welcome. There needs to be variety though, so it is not the same thing day after day. It was also suggested that there are two deliveries per day, so the food is fresh and the afternoon delivery is different from the food delivered in the morning.

2. <u>Room Reservation System</u>
   Auto-abandon is in place for the reservable rooms in the Library. If a key is not picked up within 15 minutes of the reservation start time, the reservation will automatically be cancelled. The Library policy was updated to reflect the change.

3. SmartThinking-
   Nancy explained this online tutoring assistance is available to students free of cost through the Library website. Mike asked to clarify if online students had to use their hours to use SmartThinking? Each online student is issued a finite amount of hours to use on tutoring services. Does SmartThinking use up those hours?
   Nancy and Dr. Wastawy agreed to look into that question.

4. Video / Online Tutorials
   Dr. Wastawy provided an update on the video tutorials suggested by Council members to teach students how to use the technologies in the DSL. The Library applied for an Academic Information Technology Committee (ACITC) grant requesting equipment and funding to implement the video tutorial project. The Library should know by sometime in April and be able to begin working on them over the summer. It will be necessary for students to promote and share the tutorials on social media once they are complete, so they can be shared.

5. Video Contest to Promote DSL
   There was discussion last meeting about initiating a video contest to promote the DSL technology using the DSL technology. Nancy spoke with Manoj about it before the meeting and he was not sure if we should do it this semester or wait. Council members and Dr. Wastawy all agreed that waiting until fall was a better option as we are moving into the end of the semester.

SLAC UPDATES / SUGGESTIONS

Urvashi said that students have suggested to her that it would be a good idea if they could receive emails when their items are checked in. They get emails that show an item was checked out, so an email that indicates the item was checked back in would avoid unnecessary fines.

It was suggested that it would be nice to have another photo contest. Urvashi indicated that she did not know about the last photo contest and she works at the Library. It needs to be advertised more broadly. Dr. Wastawy explained that it was marketed heavily to the Travel Abroad programs as a way of having students capture their experiences. The Dean also said that they costs of printing all of the photos was prohibitive. She suggested posting the photos on the

Library PCs and News Ticker as digital screen savers. Thus, maximizing audience and minimizing printing.

New tech lending items should be advertised. The best way to reach freshman is in the dining and residence halls.

Dhruv suggested the Library actively promote the Hackathon. As an organizer, Urvashi said the promotional materials are not yet finalized due to sponsorships and budget issues. There are 100 people pre-registered.

He also questioned the terms for SLAC members and if we could elect or recruit new members for fall since many members have not attended and he has friends inquiring. The SLAC guidelines do say "Fill vacancies as needed." This will be addressed at the April meeting.

Urvashi continues to work on the DSL survey. It was determined that the survey should be from the students – a peer-to-peer inquiry. Dr. Wastawy reported that Urvashi drafted a letter, in conjunction with Development to parents of current students asking them to support the Library. There have been several small donations as a direct result.

The DSL website now lists all of the software programs available on the various DSL computers.

Urvashi discussed the Recreation / Gaming Room plan she drafted. She posted a cost analysis and rough blueprint to the SLAC google drive. It is an idea that everyone agrees would be appreciated by the students. It could be a whiteboard question to the students: If the Library created a gaming room, what would you like to see in it?

Dr. Wastawy shared her vision of the Gaming Room and estimated it would cost much more than Urvashi anticipated. The room would need a lot of electricity and AC for multiple consoles and stations, so that many students could play at one time. The network work probably have to be re-wired. Construction costs would most likely exceed the cost to purchase equipment.

ADDITIONAL / OLD / NEW BUSINESS

Mike Patrick followed up with Online Learning about the need for specific graduate services and he said the online tutoring is helpful, but does not quite meet all the needs of students. One class, in particular, is a problem for most students. Many students are failing Financial Accounting and quite a few are getting dismissed from the program due to this one class. This is a place that the Library could provide support and Nancy stated that information will be passed on to the appropriate people.

Mike also asked how long after graduation do students have access to online resources. Unfortunately, due to licensing restrictions, alumni do not have access unless they are physically in the building.

SLAC members were asked if the Library needed to increase the number or add any items to Tech Lending. The one suggestion was adding more 24-hour laptops.

ACTION ITEMS – Library

- Revisit the SLAC guidelines and discuss how to fill vacancies as needed.
- Look into access to SmartThinking

ACTION ITEMS – SLAC

- Distribute DSL Survey to Students

Meeting Adjourned at 7:00 p.m.

The next meeting of the Student Library Advisory Council is scheduled for 5:30 p.m., Thursday, April 14, 2016 in Room 410.