

Student Library Users Group

Thursday 22 October 2015, 4pm, Students' Association Committee Room

MINUTES

Present

<u>Name</u>	<u>Position</u>
Ailsa Robertson	Mathematics & Statistics Library Rep
Charlotte Lewis	Mathematics & Statistics Library Rep
Cordelia Mikita	Art History Library Rep
Fidan Gasimova	Film Library Rep
Grace Elizabeth Purcell	Classics Library Rep
Graeme Hawes	User Services Manager (Library)
Hella Peter	Philosophy Library Rep
Hilda McNae	Senior Academic Liaison Librarian
Hope Hastings	IR Library Rep
Ilaria Gidoro	Education and Representation Coordinator
Joe Tantillo	Director of Representation
Peter Mann	Chemistry Library Rep
Raphael Geier	Comp Science Library Rep
Sarah McDonagh	English Library Rep
Seb Allum	Mathematics & Statistics Library Rep
Vicki Cormie	Senior Academic Liaison Librarian
Victor Vasilyev	Physics & Astronomy Library Rep
Radhaika Kapur	Psychology & Neuroscience Library Rep

Absent

Ali West	History Library Rep
Courtney Dane	Modern Languages Library Rep
Halima Mohammed	Modern Languages Library Rep
Iga Jozefiak	Geography & SD Library Rep
Ilaria Re	Classics Library Rep
Lydia Bowden	Divinity Library Rep
Nikolai Rothermel	Management Library Rep
Nishchay Kaushal	Medicine Library Rep
Rufus Sullivan	Biology Library Rep
Sam Cukr	Earth & Environmental Science Library Rep
Tomasz Hollanek	Modern Languages Library Rep

1. Apologies

Emil Archambault	IR Library Rep
Ewan McCubbin	Assistant Director (Library)
Tania Struetzel	PG Convenor
Rikke Nedergaard	Social Anthropology Library Rep

2. Summer improvements (power and King James refurbishment)

Graeme summarised some of the works carried out during the summer. Almost all desks in the Main Library now have power sockets. King James Library was refurbished and currently has 36 seats. Desks are now much more comfortable and have been well received by users.

3. Short Loan Borrowing Hours

Graeme stated that books borrowed overnight currently must be returned at 9:45am the next day in weekdays, or at 11am on Saturdays and Sundays. In order to make the hours more consistent, the library decided that the returning time would be 10:30am every day, starting from semester 2. Commuter students also requested this. Graeme asked library reps for feedback. All were in favour.

4. Referencing styles

Vicki informed that some years ago, there was a webpage with information on the referencing styles preferred by each School, and she wanted to re-create such page and asked library reps for help.

Action: All library reps to send Vicki (vhc1@) the name of the referencing style preferred by their Schools and an online version of the style (if there is one).

5. NSS/PTES/PRES

Hilda reported that there was one question about the library in these surveys and that she was going through the comments, together with Vicki, and would then decide on responses and actions to improve the library. Recurring negative feedback was about space issues and number of copies of print books.

6. Module Readings – Junior/Senior Honours

Hilda informed that the usage of module readings had increased by 47% compared to last year. However, Hilda stated that the library still struggles to get the reading lists and they are looking for help.

Action: All library reps to inform Hilda or Vicki when they have a reading list that is not online.

Moreover, Hilda encouraged library reps to gather feedback and let the library know when they realise there is only one copy of an item that is on a reading list.

Action: All library reps to contact the library when there are not enough copies of an item that is part of a reading list.

Cordelia mentioned that there was often a problem for 3rd Year Art History students (AH4230) because sometimes reading lists were incomplete, or there was too much

material that was not actually needed. There were also issues with scanning where the library had different editions of books, and page numbers and ranges were different. Dr Kallestrup had been in touch with the library about this. Hilda replied that they would refer to Dr Kallestrup's email.

Action: Hilda to follow up with Dr Kallestrup.

7. Mobile Phones in Teaching

Vicki stated that they were trying to make library instruction classes more interesting. She asked library reps whether they thought it would be a good solution to ask students to bring a phone to the class to use an app called Clicker or to send a text to a given number. Some library reps were not in favour of this because some students might not have a smartphone or a UK sim card to send texts.

8. Martyrs' Kirk Crowding

Joe informed that he received feedback from students saying that Martyrs' Kirk is often overcrowded after 5pm (when it is also open to PGT students). Graeme replied that he had the footfall figures for the first half of October and the evenings did not seem to be a problem, as they were often less than half-full, and the capacity had never been reached. He also mentioned that the library received some complaints about noise (often coming from other areas of the building), but not space. Joe asked Graeme to keep checking the figures.

Action: Graeme to check footfall figures for Martyrs' Kirk in evenings and weekends.

9. Seat Hogging

Graeme described the [seat hogging campaign](#), which would be launched on Monday 26th October. He stated that it took the library a long time to take action on this problem, and it was therefore a carefully considered decision. This decision was taken on behalf of the student body to tackle the problem of study space. Graeme stated that, with this campaign, they hoped to raise awareness on the issue. The library already received positive feedback. He also pointed out that it is not intrusive, as members of staff would not touch students' belongings.

Victor asked what would happen to the students who got a parking ticket, and if they received punishment. Graeme answered that the parking ticket only meant that another student could take that particular seat.

Seb asked whether this would only happen in the main library, or also in other departmental libraries, including JF Allen. Graeme replied that, for the moment, this would happen only in the main library. It would be difficult in JF Allen because the library is only staffed four hours a day.

Peter asked what would happen if a student moved another student's belongings and the latter would complain that something had been damaged. Joe replied that belongings should be moved carefully to only create the necessary space to work on the desk. Nonetheless, there is always a risk of belongings being stolen or damaged when these are left on a desk.

Sarah proposed that the time students are allowed to leave a desk should be reduced to 30 minutes at peak times. Joe replied that an hour would allow students to attend at least one lecture. Cordelia was not in favour of Sarah's proposal, as students might take more than 30 minutes for a lunch break, for example. Joe stressed that this campaign is a trial and they would be looking for feedback to improve it.

10. Guardbridge & Main Library Redevelopment

Hilda informed that the library would undergo major redevelopments to create more study spaces, toilets, study rooms, and a study space for PGT students, and to make more stock available on the open shelves. The ground floor (current staff space and store) will become a study space, and staff offices will be moved to a facility in Guardbride. Some of these changes will start during summer 2016, but the major redevelopment will be carried out in 2017.

11. AOCB

- DVDs issue

Fidan brought up that DVDs often do not work properly, and this affects especially Film students. She asked if library staff could go through all DVDs to check if they are scratched. Hilda replied that staff could check DVDs when they are returned. Graeme stressed that checking 6000/7000 DVDs would be too hard for the number of staff members. He encouraged students to report immediately when a DVD does not work properly.

Action: Graeme to ensure that library staff check DVDs when these are returned.

Fidan stressed that, by the time students find that a DVD is not working, it is too late to report it and get a new copy in time for an assignment. Graeme stated that the library does not receive many reports of DVDs not working.

Action: All library reps (especially Fidan) to encourage students to inform staff members when a DVD does not work.

Joe asked whether the library could check DVDs that are on a reading list at the start of a semester. Fidan added that also DVDs that are under 'additional resources' should be checked, as they are often chosen for assignments.

Vicki highlighted that students should tell library staff when a broken DVD is for an upcoming assignment, as the library could order a new copy with next-day delivery.

- JF Allen Opening Hours + Chemistry

Raphael stated that the fact that this library is closed at weekends creates problems to students. Vicki acknowledged the issue, but said that they do not receive a lot of feedback on this. Moreover, the library does not seem very populated according to the footfall figures outside exams. In order to open the library at weekends, there should be at least a member of staff in the building, as this is a Health & Safety requirement.

Related to this issue, Peter pointed out that there are no Chemistry books in JF Allen, and that Chemistry students often need books about coding, which are not in the main library, and they do not have access to this library in the evenings.

Vicki and Graeme stated that they would look into this issue.

Action: Library to consider this issue.

- Raisin

Graeme asked what students thought of the hard measure taken during Raisin to prevent raisin activities to happen in the library. Victor confirmed that this was a very good measure. Graeme proposed that it would be better if academic parents would not give tasks that involve going in the library.

- EBooks

Ailsa asked why there are not many electronic copies of books available. Vicki explained the various reasons: sometimes book do not have an electronic version; an eBook costs at least 3 or 4 times the price of a printed book; sometimes eBooks have restrictive licensing rules (e.g. only one person at a time could access the eBook). Nonetheless, Vicki encouraged students to request eBooks through morebooks@.

The meeting adjourned.

Next meeting: 16th February 2016 - 4pm.