

**S.L.U.G. (Student Library User Group)**

**Wednesday 16th October, 5:30pm**

**Students’ Association Small Rehearsal Room**

**Minutes**

1. Welcome & Introductions

The DoEd welcomed everyone to the meeting, which is an opportunity for the representatives to feed back to the library on any matters relating to the library or other study spaces.

1. Apologies

Apologies were received from Elliot from the Graduate School and from Katie from Social Anthropology.

1. Matters Arising:
2. Summer improvements
   * Collect and return at more sites (GH)

Graeme provided an update; if students wish to recall a book, this can now be collected at St Mary’s rather than just at the Main Library.

One representative mentioned that they had used this.

This development will provide a faster collect and return service.

* + St Mary’s longer opening (GH)

Graeme reported that St Mary’s is now open from 9am until 10pm and this is a permanent arrangement. The team would like to do more work in catching data.

One representative asked about the purpose of the security gates.

Graeme responded that anyone can use the library, but a matriculation card is needed.

One representative asked whether the team had considered earlier opening hours. The team are looking at this in the Main Library.

Hilda noted the earlier Gateway opening hours, which now opens at 8am.

**ACTION: Graeme to report back to the group on earlier opening hours at the Main Library.**

* + Quicker self-service machines (GH)

Graeme reported that self-service machines are now quicker; several books can now be checked out at a time and students now receive an email receipt.

The feedback from the representatives was very positive on this.

The Mathematics representative noted that machines still beep in silent areas.

**ACTION: Graeme will investigate this issue.**

* + Automatic renewals (HM)

Hilda reported that this was introduced over the summer.

The key message is that all students should know to recall a book if they need it.

The representatives responded positively to this development.

1. Referencing software (VC)

Vicki provided information on the sessions the library runs on Memnote and Mendalay software.

These sessions are run weekly and information can be found on the Library Software Page.

The University has a licence which allows students to download this software onto their personal computers.

1. Orientation events (HM)

Hilda reported that the annual orientation events run by the library have experienced smaller numbers this year. Hilda asked for feedback from the representatives as to why this might be the case.

One representative suggested that the Orientation App is overwhelming and that free food might incentivise attendance.

The History PG representative noted that some students have classes all week, which makes it difficult to attend the Orientation sessions.

One representative suggested that Masters students should have a compulsory library introduction as part of their induction.

1. Shelf Help update (GH)

Graeme reported that this was launched last year and features a collection of books on wellbeing and mental health. These are mostly physical books rather than e-books and can be found displayed throughout the library.

A reading list was created in the summer and the team are in the process of purchasing new titles. Publicity on the initiative is being revamped.

One representative asked where the books are located; the team responded that they are spread throughout the library and advised students to check the reading list, in which the books are arranged by theme.

1. Culture of Encounter (GH)

Graeme reported that this is based around Scottish Book Week in November and put out a call for volunteers to lead and run events and to participate in focus groups.

1. Future Study Space needs (VC)

Vicki reported that the University is looking at new study space areas, including in the forthcoming Madras development. Vicki asked the group which kind of spaces would be most helpful, for example, more group space, silent space, or collaborative space.

One representative noted that study space in halls of residence is very helpful.

One representative noted that more individual booths in silent sections would be helpful.

More standing desk space would also be of benefit.

One representative noted that more accessible study spaces would be of benefit. Graeme recommended that the student speak to the Disability Team in Student Services.

One representative suggested a test trial of standing study spaces to measure popularity.

One representative noted that the volume of people in the computer area of the Main Library can be uncomfortable. The team responded that this could be factored into future space planning.

1. Library Roadshows (GH)

Graeme provided an update on the Library Roadshows in Halls of Residence as a new way of engaging with students.

1. Gateway Building study space (AB)

Amy brought forward a concern about the heating, lack of lighting and lack of chairs in the Gateway Building study space.

The team reported that it is difficult to find funds to make changes, however they noted the issues.

1. AOCB

Film Studies reported issues with Canopee and that not all films on their required reading list are on Canopee. The team noted this.

**Next meeting is Wednesday 12th February 2020.**