Welcome

Updates from Previous Meeting:
Shelley gave an update on the following:

- Search History in Summon
  - This feature will be available starting in May. Searches can be saved for one session, then exported so you can import them again in a later session.

- Group Study Rooms
  - Unfortunately, still no action on this but the intention is still to see what changes can be made within the existing system which is managed by Scheduling and Examination Services.

Study Space, Furniture, Signage, and Floor Maps:
Gilles Monast, Manager, Library Administrative Services attended to hear the committee’s recommendations on study space, furniture, and improvements to signage and maps in the library.

Suggestions:

- We need floor maps within the stacks that shows where each call number range can be found (eg: a map that shows where “H” starts).
- Need a general overview type of directory that states what’s on each floor, as well as brochures with this information at the stairwell entrances [there was disagreement that brochures were the way to do this].
  - Need something big and graphic outside of the elevators or stairs on each floor.
  - A directory inside the elevators so you know what is on each of the floors would be helpful.
  - Need to include not just call numbers but the subject area too because not everyone understands what the call numbers mean.
- Need a list of the services that are in the library that is easily available for the students at the Desk (at all service desks).
- Grad Student Study Rooms: the Grad Students Association is working on a petition about lack of study space for grad students in the library. Gilles explained that the library had increased the number of students per locked study room on the 5th floor from one person to three, but these study rooms are never full. GSA members feel that they were left out of the consultation process, and that there was no dialogue between GSA and the library.
- GSA is concerned about the move from print books and journals to electronic. Grad students are missing the ease of print copies; digital is not as easy as it’s made out to be. Digital Rights Management in ebooks is a problem.
- GSA is also concerned about resources that used to be available in the MADGIC room (the Ottawa Resource Room?) not being there any more. [note: the collection formerly held in the Ottawa Resource Room on the 1st floor is now available on the 5th floor as part of Archives & Research Collections]
- GSA wants to be involved in consultations and conversations about services and study space for grad students.
- Grad students have the choice of either access to a locked study room on the 5th floor, or they can get a study carrel and a locker. It was suggested that it would be nice if you could get just a locker without getting a carrel.
• Access to power outlets is an issue at the carrels on the 2nd and 3rd floors. People are providing their own extension cords and running them from the outlets on the pillars to the carrels. Can’t the library provide extension cords and tape them down on the floor? Gilles explained that they can’t put power everywhere, and that running extension cords across the floor is a tripping hazard.
• 4th floor study rooms: the chairs get taken out of the rooms. Maybe have signs in the room saying “Don’t move furniture.”
• What type of chairs do you like? The red comfy chairs on the 5th floor that you can lean back in are really nice.
• What kind do you not like? One person stated that the ones on the 4th floor that are really low to the ground, and you kind of lie on them, are awful for studying. Gilles explained that they were purchased as a compromise to buying sleeping pods.
• Don’t buy chairs that have cushions that push away from the arm. They get crumbs and dirt down the crack.
• It would be nice to have more big tables on each floor (like the big study table on Floor 2). Or maybe make that a bookable table (like the table in the Discovery Centre).
• Lighting: the lighting is kind of harsh. It gets especially hard on the eyes late at night. It would be nice if there was an area with softer lighting. Less fluorescent lighting.
  o Gilles told the committee that the lighting automatically adjusts to the amount of light that’s coming in from outside. So, the darker it gets, the brighter the lights become. He thinks that the lighting is sophisticated enough to be able to dim it a bit at night.
• The electrical outlets in the smaller locked grad rooms are not working.
• Is there a contact person for grad study rooms in the library? Answer: Gilles Monast or Amber Lannon.
• Need a laminated sheet listing all the services and a monthly flyer that lists what’s going on in the library. The big blue notice board on the main floor is great, and it would be nice if there could be handouts to take.
  o Question to the committee member: Do you use the library’s website to find out these things? No, she has reached internet overload. She needs something in print to remind her. When she’s on the library website, she’s focused on doing research.
• Question: How can we best reach students for feedback on these issues?
  o Talk to the student associations, including student academic societies.
  o Work with faculty to reach students in their courses.
  o Surveys in the library so you get feedback from people who actually use the library. Offer a prize for participating.
  o Online surveys could be used if we brought a tablet to people who are waiting in line somewhere (e.g. Starbucks, by the elevators)

• Gilles described the library’s next renovation project, which will include removing the wall that still has small windows on Floors 3, 4 and 5 and replacing it with floor to ceiling windows to match the rest of the library. Stacks will be moved away from the windows so there will be better sightlines to the windows. Gilles asked what kind of furniture would the committee like by the windows.
  o Study carrels that don’t have walls between them so people can sit together.
  o Maximize the number of people that can sit and look out the windows.
  o Right now, the bar seating is really nice because you can look out the window. However, we wouldn’t need high bar seating after construction, because the windows
will be floor to ceiling. Lower seating would be more comfortable. The bar seating may also be popular because there are lots of power outlets.

- When asked about his vision, Gilles told the committee that he’s envisioning both soft seating and carrels, with low seats at the front and high seating at the back so everyone will be able to see out the window.
- Question: Are we losing a lot of books with the rearrangement of space? Answer: not really. We do regular weeding projects and some books are discarded, while others are sent to the Storage Facility. Suggestion: we should have a book sale of discarded books, like we have the map sale every year.
- There was discussion about carrels. Carrels beside a wall are nice because you don’t get disturbed; the solidity of the wall beside you is comforting. The ones on Floor 2 facing the Quad were also mentioned as being really liked because of the natural light.
- There was further discussion about the renovation project. Construction should begin in the summer of 2019. We will try to limit disruption, but construction is often unpredictable. Question: after that, are we hoping to keep the library as-is for a while? Gilles explained there was still a fair bit to do, such as replacing carpet, HVAC and more on floors 3-5.

Wrap-up:
Since this was the last meeting for 2017/18, we had a discussion about what worked well, and what didn’t work well with the committee this year.
  - One person had a lot of trouble making it to the meetings, especially for afternoon meetings. She would prefer evenings.
  - The Doodle polls were helpful.
  - Perhaps alternate between morning, afternoon, and evening.
  - It was nice to know that they weren’t expected to attend every meeting.
  - Having the notes was really helpful.
  - Maybe have monthly meetings, or 3 meeting per semester. [but it was acknowledged that this could be a bit much]
  - Maybe shorter meetings held more often.
  - Have meetings on different times and have more days open as options (not just Tuesday and Wednesday).
  - Maybe have a longer list of members to draw on.
  - It would be really nice to get an email to let the members know when their suggestions have been implemented.

End of Meeting