Student Library Council Meeting
March 24, 2005

Attending:
Anna Gonzalez, Rachel Mitchell, Jules Vieau, Brian Wachholz; Damon Jaggars, Joe Dobbs, AJ Johnson, Jocelyn Duffy

Notes:
Library Fines [AJ]:
- Charge for regular books: .60/day
- Other specialty items, including DVDs have higher fees
- Recalled items that are returned late also have a high fee
- Maximum fine assessed: $36 for items on reserve or recall, $30 for other items
- If an item is not returned before maximum fine is reached, patron is also assessed a $25 processing fee, in addition to the cost of the lost item
  - Processing fee – covers library time/staff
  - Dissuades people from using the library as a bookstore, “Oh, I lost it.”
- Billed through the university, charges appear on your “What I Owe” page
  - 30 days to pay a bill before a bar appears on your record
- Can go to Appeals Committee (one for faculty/staff, one for students) or approach the Circulation Desk directly
- Can bring in a replacement book that is in good/great condition if you have lost an item

[Jules]
Why are late fees sent through regular mail? Why aren’t they e-mailed?

[Joe]
Recall notices are sent via e-mail. Overdue notices show up on your UT Direct page. We’ll check into overdue notices through e-mail. When you request a recall, you receive an e-mail notice when the item is ready for you. If you need to return a book because it has been recalled you receive snail mail.

[Rachael]
E-mail would be much better. I’ve moved several times and updated my address with the post office, but it takes time for the notices to arrive. They also get lost amongst all the other snail mail I receive.

[Jules]
E-mail has been recognized by the university as an official mode of communication. It should be used by the Libraries for services like this.

[Rachael]
What about renewing interlibrary loans? I can’t renew them early, I have to wait until 2-3 days before the item is due? What if I’m out of town or don’t have access to a computer? (Joe D. will check into this)
PCL New Books Area [Joe]:
- What do you think of the New Books area? Do you use it? Do you have suggestions for enhancing it?

[Jules] It is not very inviting. Have you seen the Wasserman Library (PAL)? It has comfortable chairs. Some of the books on the shelves face out, so that you can see the covers.

[Rachael] Can you advertise new books in the newspaper or send out an e-mail announcement? Usually, when I come to the library, I’m looking for something for class and I don’t have time to stop and browse. If I know ahead of time that there’s something I want, that would be great.

[AJ] The Undergraduate Library (UGL) has a web page that spotlights new books. We also have a display with the book jackets from some of the new books. We have the New York Times bestsellers near the entrances and we also have a poster of staff picks that we try to update every semester.

[Joe] We are revising a proposal for better furniture in the area and for shelves that facilitate browsing.

[Brian] It seems to be more of a meeting place, then a reading/relaxing place. I’ll see one or two browsers, but there a lot of people on cell phones and conversations going on nearby.

[Jules] It seems like an opportunity with the new coffee shop coming in. With coffee and new books in the same area, you should be able to create a place where people want to hang out. A magnet for free time.

[Rachael] Would it be possible to have tables put on the other side of the scanners in PCL, similar to the outer lobby in UGL? This might help solve some of the issues with the “no one without a UT ID allowed after 10 o’clock” rule. It would allow non-UT people to study with their UT friends and family.

[Jules] Could you create something like Wikipedia that would allow users to recommend books to each other and post book reviews?

Final exams [Joe]:
- PCL will be offering free coffee during final exams this semester.
- Starts May 10 and will run through Monday, May 16, 7pm – midnight
- Parents Association offers coffee and cookies in the outer lobby of the UGL for 2 nights during finals

Coffee Shop [Jocelyn]:
- Naming contest for the coffee shop begins on April 4
- Information about the contest will be advertised in the Daily Texan and in PCL
• If a student wins, receives $1000 book scholarship
• If faculty/staff wins, receives $1000 check

**Reference Collection [Joe]:**
• Reference is currently broken into 2 rooms
• Want to shrink the footprint of the collection
• Option: moving some of the reference collection into the regular collection
• Reference books will remain non-circulating
• Moving things like print indexes and bibliographies, books that are not used often
• Items will be clearly marked, obvious that they are reference

[Jules] What is the rationale for items that stay in reference? Users will need to know where they should look for a particular book – is it more likely to be in the reference room or the stacks?

[Joe] Part of our reasoning depends on our usage statistics. We get some of these stats from the books that are left out. This is why we have the signs that ask you not to re-shelve books.

[Jules] Are you doing an inventory?

[Damon] We haven’t done an inventory in PCL in decades, if ever… We do shelf-read, but this is not the same as an inventory. We depend on our catalog to help us track items, to mark them as missing. We may have an opportunity for an inventory when the new ILS is installed, but the size of our collection makes an inventory very difficult.

[Jules] You need to make the re-shelving areas more obvious. I’m not always sure where to leave my books.

**“After 10 PM” Policy [Damon]:**
• Making sure that guards are properly trained
• UTPD required a policy with clear distinctions in order to avoid profiling, discrimination
  o So, currently, no exceptions – no UT ID, no admittance
• Realize there are limitations, working towards a way to handle students from other colleges who would like to use our resources
• Outer lobby at the Undergraduate Library is not included in the policing
  o May be a place for non-UT people to study

[Brian] What about a sign-in system, with a UT person vouching for someone?

[Damon] This would put the onus on students – deciding who they can trust and who they cannot.

[Jules] What about something like TexShare? Create a system like that with universities in Austin or Texas.
Printers and Copiers [Damon]:
- UGL and PCL have started logging printer and copier issues
- Want to find out what the biggest issues are and when they occur
- Library Copier Services is training student proctors to check machines hourly
- LCS also hiring people to cover evening and weekend hours
- Next year is last year of copier contract

[Jules] New copiers are more integrated, they can alert people when there is a problem.

[Rachael] Does it have to be a five year contract? Technology changes so quickly.

[Damon] Kay knows that shorter contracts are the way to go in this next round.

[Jules] I haven’t used any of the photocopiers for at least a year. If I can check the materials out, I’ll take them elsewhere, like Kinkos. Otherwise I’ll use the scanners on the second floor of the UGL and OCR whatever I need. Would it be possible to get student input for this next round of copier contracts?

Wireless access [Damon]:
Wireless access should be available everywhere in the Libraries except Classics and parts of the Benson Latin American Collection.

[Rachael] There is not wireless everywhere in FAL. Wireless should be ubiquitous on campus.

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<td>Why are overdue notices sent via snail mail?</td>
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<td>Bring Kay or Jim to an SLC meeting – discuss LCS</td>
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