

1. Damon Jaggars, Associate University Librarian for Collections & Services, gave an **update on the issues raised during the October meeting**:

Cell phone charging stations – The Libraries are looking at several options. During Spring 2015, the Libraries will pilot the installation of two cell phone charging stations. Stations will be installed in the Butler Lounge and in the Science & Engineering Library soft seating area. Clear signage will cover key service points: (1) Libraries are not responsible for unattended devices, (2) turn off ringers, and (3) remove device when fully charged to allow others to use the charger. Long-term options could include the Libraries purchasing and circulating generic chargers that also contain USB ports and, with University Facilities, discussing the possibility of converting a number of standard electrical outlets to electrical outlets with built-in USB ports.

Custodial Issues – Aline Locascio, the Libraries' Facilities Coordinator, addressed the custodial issues raised by students with Facilities. Facilities is investigating to determine if Level 4 service + extra cleaning on the weekends for midterms is being provided as intended. Additionally, extra cleaning for Finals is set for December 6/7 and December 13/14 in Starr (Kent), Butler, Avery, Math, Science & Engineering, and Lehman libraries. The Libraries will continue to follow up on this ongoing issue.

Non-functioning data and power outlets – CUIT conducted a network analysis and reported no Ethernet jack outages. If students know if jacks that aren't working, they should report them to us, and we'll get them fixed ASAP. We are surveying electrical outlets; non-functioning outlets are being reported for repair. Chris Godshall (CC) questioned how to report non-functioning outlets. See the e-mail address for reporting issues below.

Lighting/bulb replacement – After a walk-through of library spaces, re-lamping of 17 burned-out bulbs was completed.

Butler Level 400 Mystery Smell – In early November, Facilities replaced the HVAC grills in each alcove in room 403 in an effort to improve air flow through the air handlers. Reports have been positive after work was completed. We hope that this finally solves this longstanding issue.

Science & Engineering Library Stairs – Jim Crocarno, Operations & Undergraduate Coordinator in the Science & Engineering Libraries, is in talks with Facilities to improve safety on the wooden stairs, especially when the stairs are wet. Several options are being explored, including the installation of plastic casing on top of the wood. We are mindful that wet winter weather is coming and hopes to have a solution in place quickly.

2. Photocopiers

Usage statistics provided by Print Services show a steep decline in photocopier usage in library facilities. The Libraries are being asked to reduce the number of copiers significantly. Committee members agreed that there isn't a high demand for

photocopiers, with scanning being the preferred copy method. Damon Jaggars and Francie Mrkich, Director of Access Services, will work with Print Services to plan and carry out any photocopier reductions.

3. 2014/2015 Transitional Strategic Plan

Damon Jaggars distributed the Libraries' 2014/2015 Transitional Strategic Plan to committee members. The plan is also available on the Libraries website (<http://library.columbia.edu/content/dam/libraryweb/about/CULIS%20Transitional%20Strategic%20Plan%202014-15.pdf>). This is a one-year plan covering the period while the Libraries are under interim leadership. Jim Neal, Vice President for Information Services/University Librarian, will step down at the end of December 2014. While much of the plan focuses on behind-the-scenes activity, the sections on “Discovery, Access, Delivery, and Service” and “Developing Library Space” may be of particular interest to SLAC committee members. In the future, feedback gathered from SLAC and the new Faculty Advisory Committee reporting to the Provost will be incorporated into Libraries' strategic planning processes.

4. New issues

SLAC members were asked for any new issues or concerns.

Timothy Wotring (UTS) asked about handicapped accessibility for the Burke Library entrance. Damon Jaggars will follow up with Beth Bidlack, Director of the Burke Library at UTS. This is probably an issue that UTS will need to address since the Libraries lease the library space in that building from them.

Chris Godshall (CC) raised the need to align alumni access privileges so that recent graduates retain both access to Lerner and the three-month library borrowing grace period. Francie Mrkich will follow up with Chris and Bill Sees in the Library Information Office.

Chris also raised the issue about the increased need for group/collaborative study space across campus. Jim Crocarno asked that SLAC members publicize the group study spaces available in the booths on the fourth floor of the Science & Engineering Library. The fourth floor (main floor) is a non-shushing area where group study and talking are encouraged! Currently, about 25% of total library user spaces are geared towards group study. Damon Jaggars acknowledged that the Provost's Study Space report will probably recommend increasing group study space closer to 30%-35% of total library user spaces. It is a recognized need.

5. Other updates

Since the last meeting, Damon Jaggars was appointed Interim Vice Provost & University Librarian, while the Provost's office conducts a search for a permanent replacement for Jim Neal. As Damon is pulled away, Barbara Rockenbach, Director of Humanities and

History Libraries, will serve as Interim Associate University Librarian for Collections & Services, and will step in to organize and facilitate SLAC meetings for the Spring 2015 semester. She will be scheduling two meetings for next semester soon.

A web page for the Student Library Advisory Committee (SLAC) has been created at http://library.columbia.edu/about/student_advisory_committee.html. This page will soon be linked from the About menu on the Libraries web site. Also, an email address, slac@library.columbia.edu, has been created so students can send comments, suggestions, problems, to SLAC. Any input from this email address will be shared with SLAC members for discussion. SLAC member should share this email address with their constituents or send them to the SLAC web page if they want to provide input.