

**Subject: Minutes Library / Reprographics / ITUS Student Liaison Meeting
Magee Campus
Friday 7th January 2005**

In attendance

Colleen Dowdall	Site Vice President, Student Union
Frank Cassidy	IT User Services
Ciaran Cregan	Campus Library Manager
Anne Marie McCann	Reprographics Representative
Laura Mills	Customer Support Librarian

IT User Services

CD reported that feedback on Magee's IT facilities from the SU Institutional Audit was positive. It was noted that Magee had the most favourable student/PC ratio in the University. FC reported that a bid has been submitted to the management for 3 high speed printers to be located in Magee's LRC. At present Magee's PCs had a high reliability rate. The issue of library staff fixing basic printer problems was discussed. With regard to dealing with problems with PC systems FC mentioned the importance of identifying the location of faculty PCs as the Faculties have responsibility for PCs within their own laboratory environments.

The convergence of printer/photocopying technology was also discussed. It is planned to introduce a single card for photocopying and printing.

FC reported on the Wireless Campus project. This will install wireless computing in Magee campus and the campus of the North-West Institute plus some council offices FC left the meeting at this point.

Reprographic services

AMcC reported the cost of colour copying may be lowered from 50p to 25p when new contracts are negotiated. The need for more photocopiers at Magee LRC was discussed. The problem is one of space.

AMcC suggested that students requiring "bulk" photocopying should go to the reprographics office. It will also be cheaper.

The issue of library staff being trained to fix photocopiers was discussed.

It was suggested there should be signs in Magee LRC advising students of the location of the Reprographics Office and of the services offered such as binding.

AMcC expressed concern over access to the Reprographics Office for disabled students or staff. LM will liaise with the Disability Awareness Unit over the issue.

AMcC also reported on the planned introduction of a single card for printing and photocopying.

Library Services

LM reported on the planned launch of the ISD Student Charter. It is planned for February on Jordanstown campus. All Students Union officials would be invited.

It was mentioned that the ISD Charter is now on the University's web site.

CC reported on the level of complaints received concerning the temperature in parts of Magee's LRC. All complaints have been passed to Physical Resources. He stressed that this issue has top priority.

The issue of noise in the LRC was discussed especially the use of mobile phones.

CD mentioned that some universities fine students who use mobile in the library e.g. UCD which fines 10 Euros.

CD reported positive feedback on the group study room facility.

CC informed the meeting about the change in opening hours over Easter 2005. Also that the introduction of 8.45 am opening has proved popular.

Student representative

CD reported student's concerns about the relevancy of the LRC's book stock. The issue of the drop in book borrowing was discussed. CD stressed that students are focused on reading list items. CD added that lecturers encourage students to quote from specific texts and editions. If they are not available students may not consider using other similar texts.

The issue of TalisList encouraging reading list only borrowing was discussed. LM to investigate if TalisList could be adapted to guide students to the location of relevant texts.

If car parking was another factor in the drop in borrowing figures was also discussed. CD raised the issue of putting vending machines in the LRC's café. This would be welcome on Saturday's and Sundays when the café wasn't open. CC commented that space for vending machines could be a problem. He also noted that the café had weekend opening at exam times.

Laura Mills 6th February 2005