Veterinary Medicine Library Service and Space Planning Team
Meeting Minutes
September 28, 2011


The team’s first meeting began with introductions and a review of the charge. The current facility review underway was also discussed; it proposes to change the size of the current library space from 9,700 square feet to approximately 5,000 square feet. Discussion included how this space would be used to support the service needs of the students, faculty and staff of the College of Veterinary Medicine. Following a long discussion, the committee agreed on the following points:

1. The plan the group puts forward must look ahead at least 5 years and longer if possible.

2. There must be a library physical presence in the College of Veterinary Medicine. The option to have a purely virtual library was considered to be unsuitable to the current and projected needs of the College of Veterinary Medicine.

3. The physical environment needs to include ample space for students to not only take advantage of library materials, but also to provide a “clean, well-lighted space” with sufficient power outlets, wireless connectivity, access to reserve and reference materials (print and online), and space for both group and individual study.

4. The option to separate library space (use of materials) from study space is preferred, allowing after-hours access to study space and securing library materials. It is likely that over time fewer print materials will be housed in the library.

5. Print collection size should be minimal, and focused on core research materials. Self-checkout and RFID technology is worth pursuing.

6. Collection focus must be on acquiring electronically-accessible materials, both retrospective and current.

7. Scanning technology will replace copiers in the near future.

Action Items:

- Jon Foreman will review the COE guidelines with Dean Whiteley to determine if the team’s proposed plan meets accreditation regulations.
- Jon Foreman will ask Dean Whiteley about using the Dean’s Student Advisory Group as a sounding board for the team’s final proposal.
- JoAnn Jacoby will work with Michael Norman (Library CAM) to produce a more detailed spreadsheet showing Vet Med Library collection size and use.