

2019-04-17 Meeting notes

Date

17 Apr 2019

Attendees

- [Tobi Hines](#)
- [user-b509a](#)
- [user-177d6](#)
- [user-cc7e8](#)
- [user-be66a](#)
- [user-b028b](#)
- [Keith G. Jenkins](#)

Discussion items

Time	Item	Who	Notes
20min	Furniture testing questions for graduate study area	All	<ul style="list-style-type: none">• Furniture is arriving at Mann on Monday, April 22; about half of what we asked for will be coming in this round• Where do we want to put the furniture for testing? More traffic on the 1st floor, could be disruptive on the 3rd floor, may get more than just graduate students responding if we put the furniture on the 1st floor• Could put up signs on 3rd floor to direct students to furniture on 1st floor; could advertise on grad student listservs• If we put the furniture outside the fishbowl, then we can see users using the furniture• Camille will put together easel boards with photos of the furniture and update the paper surveys• Sara will write to Chris Moolin about the exact furniture that's coming and how long we can have it for• Camille and Selena will look at possible dates to actually staff a table and solicit student feedback (Tuesday, May 30 at noon)• Tobi will ask Lianna about ordering cookies for tabling
30min	Digital signage set-up for study rooms	Tobi & Sara	<ul style="list-style-type: none">• LCD setup on 2nd floor for digital signage is not fire code compliant• Never intended to be a permanent installation - just a semester-long test• How are we assessing this? Are there questions at the help desk?• Maybe just pull the LCD off the floor and see if there are any problems? Could try this for during finals• We could pull data on last three semesters on reservations for individual rooms, Voyager data on key check outs, lead time on reservations, etc. and compare so we're not making the decision blind• Matt will pull LCD on April 29 in time for fire inspection• Tobi will ask Tom to pull Voyager stats on individual and group study rooms and graduate study rooms (two semesters worth)• Nick will pull LibCal data from last semester on reservable group and individual study rooms
	Other business?		<ul style="list-style-type: none">• Digital signage group for staff has had first meeting• Digital signage group for users meets next week<ul style="list-style-type: none">◦ Both groups will bring initial ideas to May meeting• Nick proposed moving Suma instance