Library Student Advisory Board

Goals for the board:
- To provide feedback on library collections, programs, and services
- To serve as informal library ambassadors to the campus community
- To provide input on potential new library offerings.

Composition of board:
- 6-10 members, including a broad sampling of Hollins students (first-years, upperclassmen, Horizon, graduate).
- No more than 2 library student assistants may be on the committee.

Expectations of board members:
- To attend monthly meetings; to participate in meeting discussions.

Selection of board:
- Volunteers – we will advertise the committee at the academic fair and with other library outreach efforts (e.g. the bookmobile, social media call for volunteers)
- Call for nominations to be sent to faculty, student life administrators, graduate office administrators, Horizon program administrators; etc.
  - A nominated student will be contacted immediately by library personnel to gauge their interest in participation.
- Current members – if our group number is low, we will encourage current members to invite their friends.

Meetings:
- One per month during fall and spring semesters (Sept; Oct; Nov; Feb; March; April).
- Tentative time: 4:45-5:45 on a weekday. During the break between day and night classes. Possible for graduate students to attend after work and before a 6 p.m. class.

Meeting structure:
- 15-20 minute presentation (about a particular library offering; about a particular person’s job; etc.)
- 30 minutes of discussion (brainstorming, Q&A about a specific service, etc.).

Incentives to participate:
- Show tangible outcomes of the board’s work.
- Free dinner

Costs: Dinner and drinks to be provided at every meeting

Examples of board outcomes:
- Blankets for the library
- Provided input during library construction and renovations (e.g. Reading Room furniture, new classroom furniture and technology)
- Spring Festival event
- Usability testing for library app

Other examples of student advisory committees in libraries:
- VCU Undergraduate Advisory Committee: http://www.library.vcu.edu/about/committees/vlac/
- Columbia University: http://library.columbia.edu/about/student_advisory_committee.html