

## 7-7 University Library Learning Environment

The University Library is located in the busiest part of campus, adjacent to the Inter-faculty Building, the cafeteria, the University Cooperative, and the Health Care Center, providing students with easy access. Since its dedication in 1958, the building has been expanded a number of times, with large-scale remodeling done in 2007. It's been a leading library in Japan to have a Learning Commons, a Career Café and other comfortable learning spaces. In addition, a state-of-the-art academic information service is provided as well. It became necessary to have more space for browsing area as the number of users increased, but the University's own funds and the supplementary budget etc., made it possible to expand and remodel it and the Library reopened in April 2018.

### 1) Basic Information

#### A: Building area (As of May 1, 2023)

Name	Structure	Foundation area	Total floor space
Library	RC: 3-1	2,386 m <sup>2</sup>	5,053 m <sup>2</sup>

#### B: Status of use (2022 academic year)

Number of days open	Number of visitors	Number of volumes circulated
290	118,876	38,340

#### C: Number of volumes housed (As of May 1, 2023)

Number of books		Number of periodical types housed	
Japanese books	493,735	Japanese periodicals	7,238
Western books	185,595	Western periodicals	1,936
Total	679,330	Total	9,219

#### D: Number of volumes received annually (2022 academic year)

Number of books received annually		Number of types of periodical received annually	
Japanese books	5,911	Japanese periodicals	697
Western books	876	Western periodicals	82
Total	6,787	Total	779

#### E: Hours

\* The Library is closed at the end and beginning of the calendar year, on national holidays without classes.

	Periods when classes are held	Periods when classes are not held
Monday through Friday	8:45 AM to 9:00 PM	8:45 AM to 5:00 PM
Saturday	10:00 AM to 6:00PM	Closed
Sunday	13:00 AM to 6:00PM	Closed

#### F: Number of materials that can be checked out, and the lending period

	Books	Audio-visual materials
1st through 3rd year undergraduate students	10 volumes, 2 weeks	3 items, 1 week
4th year undergraduate students, graduate students	20 volumes, 4 weeks	

#### G: Book Collection

- In addition to the main Library, the University has over 20 library rooms and reference rooms in each divisions and departments, etc. The figures given in C and D above include those rooms. As the foundation of the University's education and research, the University Library houses approximately 400,000 volumes, including books for learning that support our 21st century liberal arts education integrating the humanities and sciences, and basic/interdisciplinary research books. In addition, we strive to maintain audio-visual materials, e-journals, e-books, and a variety of databases. The library rooms in individual divisions and departments house highly specialized books and periodicals that are suited to the specific field of research.
- [Electronic journals] Approximately 9,700 electronic journals, from major publishers such as Elsevier and Springer, are available.
- [E-books] Approximately 37,000 Japanese and Western e-books are available.
- [Databases] The journal article search databases EBESCOhost, SciFinder, SCOPUS, and IchushiWeb, Japanknowledge, the online encyclopedia and handbook database Gale Virtual Reference Library (GVRL), and the newspaper article database, Asahi Shimbun Cross Search, Yomidasu Bunshokan, Nikkei Telecom etc., are also available.

## **H: Facility**

- The user space of the attached library is on two floors. During the renovation in 2018, we significantly expanded the study space (approximately 600 m2 of additions and approximately 2,800 m2 of renovations).
- There are two entrances to the library on the first floor, making it easy to access from anywhere on campus.
- The commons floor on the first floor is a space where you can study individually or in groups in a bright atmosphere. There is an open study space called Sky Global Learning Commons, a group study room called Mini Commons, and a presentation room where seminars can be held. In addition, PC Square has 28 desktop PCs available for use, as well as automatic laptop lockers located on the 1st and 2nd floors. The Welcome Lounge, located just after entering the north entrance, is a space that anyone can use freely, and also holds piano concerts and special exhibitions.
- The learning floor on the second floor is a space where you can concentrate and study in a calm atmosphere. There is an academic learning space with a spacious reading space that has general books, reference books, liberal arts books, Gender Research Institute materials, etc., a quiet learning room where you can study quietly in a partitioned space, and a relaxing place where you can take a break between studies. There will be space, audiovisual booths, etc. There is also a research space for graduate students at the back of the second floor.

## **2) Learning/Research Support Services Provided by the University Library**

### **A: Reference Services**

The Reception Desk at first floor handles questions/consultation regarding use of the Library, requests for copies of literature or to borrow books outside the University, issuance of letters of introduction, etc. One of our remarkable service is the free copy service for students. When books are borrowed, one-way shipping is free.

### **B: Information Literacy Workshops**

The University Library plans and hosts a variety of workshops to support learning and research. "Information Literacy" refers to "the capacity to utilize information" required for learning in higher education, and includes the ability to make full use of the Library's materials, electronic resources, and databases, etc.

In addition to the basic information search workshops that are conducted as part of mandatory information processing exercise classes for first year undergraduates, the Library offers "order-made workshops" designed in accordance with the requests of classes, seminars, laboratories, or other groups. The time and content for "order-made workshops" are arranged according to request, so students are able to study, deeply and thoroughly, content that is aligned with their major fields. In this manner, the Library supports students at various stages from education in their first year as undergraduates to research for graduation, graduate school, etc.

### **C: Library Academic Learning Advisor (LALA) Desk**

In April 2014, we opened the LALA(Library Academic Learning Advisor) Desk with a LALA's staff on duty at all times. Those staff are from the graduate school and receive training from faculty members and library staff members

related to academic skills (searching for information in the Library, techniques for writing papers, assistance with writing, etc.). Under the keyword, “learn together grow together”, LALA’s staff handle a variety of questions and consultations regarding learning and research, including how to do a literature search and how to write a report. In addition, “LALA Library”, collected the books related to academic skills, is installed near LALA Desk. Various information is provided on the blog and some workshops (LALA seminar) are held.

#### D: Library Student Assistant (LiSA) Program

The LiSA Program is a library revitalization program that began in November 2007, and is conducted through collaboration between Library staff and students. Once every 6 months, the Library recruits students who are interested in the Library to experience a variety of work (routine work) under the direction and advice of Library staff members, such as repairing and shelving books. In addition, students have opportunity to propose operational improvements from their own perspectives and plan (voluntary planning) material exhibits, library tours, public relations via Twitter, etc. The goal of the program is to stimulate the motivation to learn proactively, through the experience of coming into contact with a variety of library materials, and to form a practical career consciousness through the experience of supporting others.

#### E: Education results/research findings collection TeaPot (institutional repository)

The institutional repository was officially released in April 2007 to gather and communicate the education results/research findings of Ochanomizu University. It is commonly known as "TeaPot," based on the "Ocha" (meaning "tea") portion of the University's name. In addition to digital release of the periodical *Yōji no kyōiku* ("Early Childhood Education") beginning with the first issue, videos of creative dance performances by the Department of Dance and Dance Education, and other distinctive content, we are working to release the table of contents information and main body of the bulletin periodicals issued by the University's faculties, divisions, and centers. The cumulative total of items registered as of the end of AY2022 was 42,519. TeaPot can be accessed from the main page of the University website or the main page of the University Library website.  
<http://teapot.lib.ocha.ac.jp/ocha/?locale=en>

#### F: Ochanomizu University E-book Services

In March 2012, Ochanomizu University began offering services for electronic e-book (PDF format, with ISBN) publication and free release of research findings and educational results of University teaching staff and other staff members as well as graduate students. The University has been praised for demonstrating that even a small university without a publishing organization can use its existing structure to publish documents, and was recipient of the Japan Association of National University Libraries Award for 2013. As of the end of AY2022, the Library had contributed to the communication of research findings through the publication of 15 works and 19 titles.  
<https://www.lib.ocha.ac.jp/e-book/?locate=en>



Learning Commons (1st Floor)



E-book Service