Report 1 on Space Planning to User Services Task Force

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A bibliography of readings is attached to this report.

These are some of the things that I have learned from reading the items listed in the bibliography:

1. An Information or Knowledge Commons configuration and use differs for each institution. So our Information Commons is what we define it to be and the configuration of the Commons will depend on the services we want in the Commons. So therefore, we need to define what we what before we design the space.
2. Flexibility of space is important. Some spaces may be defined, but much of what we suggest should be flexible and changeable depending on the needs of our users. Their needs and our needs will change and we need to keep that in mind in the Space planning.
3. We need to listen to our users and what they need.
4. Group study rooms and spaces as well as individual study and quiet work areas are needed. How do we want to equip these spaces? How many can we fit into the space we have?
5. We need consultation spaces.
6. We need service desks or a desk. We need to define what services we want and where we want them. Some put several desks, some have one desk. Some have a service desk and a reference desk and circulation desk, etc.
7. We need to decide which services to move and where to move them. Should we relocate the Map collection? Should we flip the Stark Media Services area with Microforms? We have already decided to downsize the reference collection. Where should the Reference Stacks go?
8. I have begun looking at examples of the configuration of other information commons to get ideas for ours. I know that you have to and we have to collaborate on what we would like to see in our space, realizing we have constraints, such as we have to be within the confines of the Hillman building.
9. What about Instruction space? Many of the Information Commons that I read about have computer classrooms contained in them. Do we want that or do we want a computer instruction space similar to what we have now which can be used by patrons when we are not using it for instruction?
10. We need space for laptops and tablets.
11. Where will the Writing Center go? Are there other services we want to include in our Information Commons? Career services?
12. Should we do both sides of the Ground Floor at one time or should we do one side first and then the other?
13. Assessment of the reconfigured space is essential and we need to heed the advice of our users and revise things as we learn of better ideas.

Future Plans:

Look for layouts and pictures of existing Information Commons to use as examples for our planning and recommend some sites that we might visit as we plan ours.

Bibliography

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