

FMHI Library Small Group Study Room

INTRODUCTION (PURPOSE AND INTENT)

This document outlines access and use provisions for the FMHI Research Library Small Group Study Room located in MHC1738.

STATEMENT OF POLICY

The FMHI Research Library's Small Group Study Room (SGSR) facilitates USF students' engagement in collaborative research and professional projects by providing adequate space and equipment for approximately 10 individuals per use of room. The SGSR is available for use by currently enrolled USF students who are engaged in activities required for both educational and professional advancement. Such activities include, but are not limited to: exam preparation; exam review; collaborative or group projects, papers, and presentations; and presentation practice sessions.

Secondary uses of the SGSR include related professional or curricular activities sponsored by the FMHI Research Library or the College of Behavioral and Community Sciences, such as: small group library instruction; assistance with collaborative research projects; faculty/staff-student consultations; faculty/staff-administered exams; and faculty/staff research.

The following procedures apply to use of the Small Group Study Room:

1. Authorized users of the SGSR include USF students, staff and faculty only.
2. USF students, staff or faculty members must present a valid USF ID card to library staff to reserve the SGSR. The user presenting the USF ID card is responsible for all equipment maintained in the lab at the time of use. Equipment currently includes: (1) desktop computer with peripherals; (1) television with VHS and DVD player; (1) video camera and accessories; and (1) laptop computer and accessories.
 - a. Equipment may not be removed from SGSR.
 - b. Users of the SGSR should report missing or damaged items to avoid potential responsibility for replacement costs.
3. Library staff reserves the right to inspect all equipment following use of the SGSR.
4. At least two (2) users of a group must be present to check out the room. No more than 10 individuals may use the room at one time.
5. All library materials must be circulated/checked out prior to using the Small Group Study Room.
6. The door to the SGSR will remain unlocked and slightly ajar during use.
7. The level of noise emanating from the SGSR may not exceed acceptable levels of noise in the Library's common areas. Shouting, loud music, loud videos, and other sources of blatant noise are not permitted. Users not adhering to acceptable levels of noise may be asked to terminate use of the room.
8. All trash and recycling must be disposed of in bins located in the Library's common areas.
9. Library staff reserves the right to limit use of the room.

Last Reviewed: April 2014