

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, 2024)

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

B: Status of use (2023 academic year)

Number of days open	Number of visitors	Number of volumes circulated
293	145,157	37,501

C: Number of volumes housed (As of May 1, 2024)

Number of books		Number of periodical types housed	
Japanese books	496,320	Japanese periodicals	7,044
Western books	185,938	Western periodicals	1,926
Total	682,258	Total	8,970

D: Number of volumes received annually (2023 academic year)

Number of books received annually		Number of types of periodical received annually	
Japanese books	5,074	Japanese periodicals	658
Western books	654	Western periodicals	73
Total	5,728	Total	729

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 37,500 Japanese and Western e-books are available.
- [Databases] The journal article search databases EBESCOhost, CASSciFinder, 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, 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. A trial program is underway (since FY2024) to offer free round-trip shipping for up to 5 books per year and free one-way shipping for 6 or more books per year.

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.

For information on how to use the library and basic information retrieval, videos of training sessions are available only for on-campus users, and the use of the library is guided in basic information exploration classes held in the information processing seminar classes required for first-year undergraduate students, other classes, seminars, and other occasions.

In addition, we offer "tailor-made seminars" that can be applied for by groups such as classes, seminars, and laboratories. The "tailor-made seminars" cover more advanced content and allow students to learn in depth how to search for and use information relevant to their field of study.

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

Since April 2014, the LALA Desk, where graduate student Library Academic Learning Advisors (LALAs) provide study consultation, has been open. LALA is available for various questions and consultations related to study and research, such as how to find literature and how to write reports. LALA also has a "LALA library" near the LALA desk with books on academic skills, a blog, and workshops (LALA seminars).

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 LiSA Blog, 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 AY2023 was 43,039. 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 AY2023, the Library had contributed to the communication of research findings through the publication of 15 works and 20 titles.

<https://teapot.lib.ocha.ac.jp/e-book>



LALA DESK



E-book Service

