

## 1. Greeting from the director of library

Director, Naohiko TANAKA

SIT was started as an engineering college in 1927 under the mission of “nurturing practical engineers who learn from and contribute to society” and was selected as the only super global university among private universities of science and technology in September 2014. SIT is on a solid path for our mission’s implementation. Needless to say, the farthest-reaching mission of SIT is to cultivate world-class engineers and distinguished researchers.

Our library has changed and developed with the times and SIT’s progress. In order to promote “work visualization” in our library, we firstly released the library annual report on the library HP in 2019, and we reported to companies and universities related to SIT. As a result, we received much positive feedback, especially from people working in companies, regarding such topics as the cutting-edge library installing various e-books and databases, as well as regarding face-to-face operations like exhibition project by request. These comments encourage the library staff members and related employee to redouble their efforts.

Whilst the annual average number of lent books in the three campus libraries at Toyosu, Omiya and Shibaura is above the national average, showing our library is popular and utilized by users, to prevent the spread of COVID-19, SIT libraries have been temporary closed since March. We decided to make a big move to promote our E-library, which does not require a visit, with the promotion of electronification and implementation of home-delivery services at the expense of the library.

This is second annual report of the library and the aim is not only to organize and archive the actual achievements and various statistics at the library but also to report survey results of self-inspection and self-assessment.

We have to improve even more in order to take our place as a world-class Center of Excellence, ahead of the 100<sup>th</sup> anniversary of the foundation. Our library staff members push forward with that mission. Therefore, we have created three major pillars for FY2020’s progress.

### 1. Strengthening of library functions as a support organization for study

#### (1) Promotion of library utilization by conducting surveys and data analytics

To strengthen manpower support and implementation of guidance for library utilization to encourage student-led study, introduction of information and material utilization, we conduct an annual library satisfaction survey and questionnaire research to analyze and improve our services. We will release a new questionnaire to professors on the annual library satisfaction survey and re-evaluate the user’s demand, including international

students, and improve library materials. Also, we expand materials for graduates and about 20,000 foreign books through analysis of our rental situation and related materials for the year of completion of the faculty of architecture.

(2) Transmission of library information (expand PR) (work visualization)

Based on analyzing the questionnaire of the first annual library report, we issue 2<sup>nd</sup> report and we will release it through HP. We strengthen “work visualization” by conducting various activities, through exhibitions, newsletters and so on.

2. Promotion of encouraging E-journal use as academic support

(enrich and deliver the latest academic information and e-information)

In order to increase global evaluation for research achievement, we will illustrate the effectiveness of E-journals through collaboration with other sections. We will make videos to introduce how to use E-journals/databases and enrich our contents. Also, encourage E-material use by easing access to E-materials through renewals at the top page of library HP.

3. Promotion of library utilization for job-hunting activities

We will enrich suitable job-hunting materials through updated information. Also, encourage efficient material use so that our library can control through collaboration with the career support section. We will hold database guidance for job-hunting aimed at increasing usage from younger grades.

We have issued a quarterly library newsletter “OH! MY LIB CAFÉ” and have worked to transmit information about various events and exhibitions, after receiving feedback like “we don’t know what the library is doing”. In order to continue further public relations activities, we decided to release the library annual report on our HP. Through this, we strengthen “work visualization” and can present library reforms.

There is much room to improve, but we would like to promote restructuring of our library with your cooperation and encouragement. In an effort to improve the library’s healthier management, we are asking for your understanding and cooperation.

April, 2020