

3. Reference information

3.1 Organizational operating structure

- Library steering committee

Library director : Naohiko TANAKA

Members : Katsuaki SHIRAI, Yoshimasa WATANABE, Koji FUKUI, Kyoko HIDAKA, Norika OGASHIWA, Mikihiro NOMURA, Hiroshi SUZUKI, Takahiro WAGATSUMA, Yusuke OGURA, Kazuya OGAWA

Based on rules, the library steering committee consists of a library director, two professors from the College of Engineering, one professor from the College of Systems Engineering and Science, one professor from the College of Engineering and Design, one professor from the School of Architecture, one professor from the Graduate School of Engineering and Science, and staff members from the library.

Term : Director 1st Apr. 2021~31st Mar. 2024 (including academic appointment)

: Members 1st Apr. 2022~31st Mar. 2024

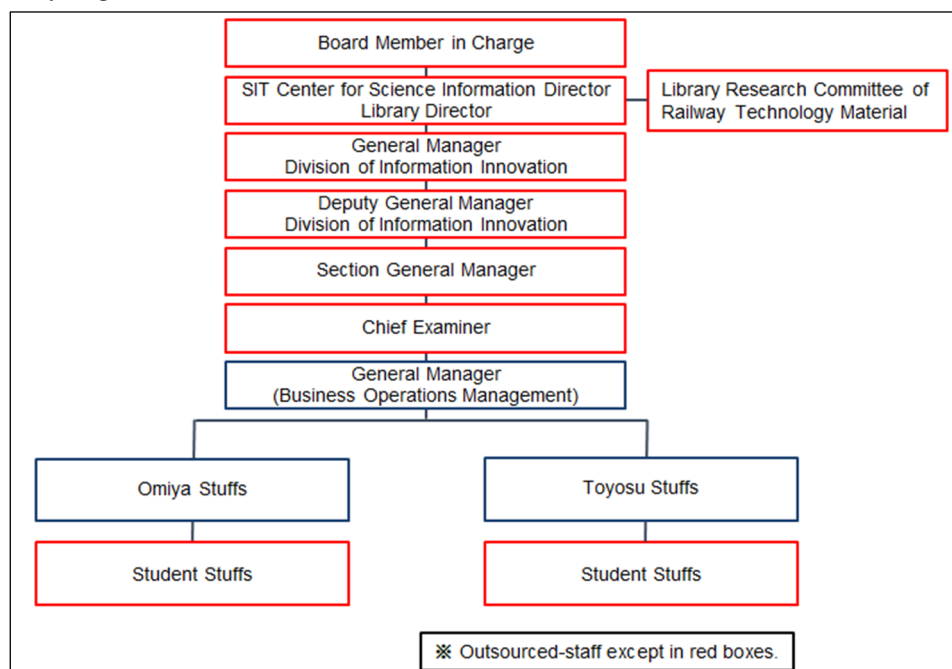
* The term of staff members from the library shall be the term of their positions.

■ Effective April 1, 2024, the functions of the library steering committee will be transferred to the Academic Information Center.

- Library Research Committee of Railway Technology Material University members: Seven persons; Outside university members: Five persons

Term: 1st Apr.,2023~31st Mar. 2024(Activities are ongoing from the previous year)

- Library organizational chart (FY2023)



- Aims for Fiscal Year 2023

Objectives for the 100th Anniversary

① Corporate brand enhancement :

Integrated in FY2022, the library is working on reorganizing its functions with the aim of fulfilling its role as a new center for academic information.

② Corporate brand enhancement 【Composition and utilization of materials corresponding to the course system, graduate school application, and post-corona】 :

Composition of materials (including e-books) to meet the needs of the course system and the enhancement of the graduate school system.

③ 【50% employment in 400 major companies】 :

Continue to collect and disseminate the latest information on job-hunting related materials, and utilize the library as a place to support job-hunting opportunities.

④ 【30% of female student ratio】 :

Analyze and collect information on library usage by female students and reflect it in library management.

⑤ 【Continuation of SGU Globalization Promotion】 :

Enhance materials for international students (including electronic materials) and create English-language guidance materials (e.g., videos) for international students and promote their use.

<Departmental goals for the first year (FY2023) >

- ① Analyze data on material composition and usage to organize materials accordingly, improve the environment of the expansion area, publish the library's annual report and PR magazine (in Japanese and English) to increase visibility of the library's activity, and hold an exhibition of Ekiden-related materials.
- ② Continue to provide information in conjunction with career support section's events, offer the library as a venue for online interviews, and post job-hunting related information in the library, including employment results from 400 major companies.
- ③ Implement exhibitions for female students, collect and reflect opinions of female students on library projects (exhibitions, events, etc.), and conduct gender-based surveys in the library satisfaction survey to reflect their requests.
- ④ Conduct a satisfaction survey for international students, increase the number of overseas materials (including electronic materials) and language materials, and improve support functions for writing papers in English.

<This year's challenges in the department >

- Creation and implementation of a plan for reorganizing the distribution of library materials (especially in Toyosu Library) (first step is to organize duplicated materials).
- SDGs: In cooperation with student groups, continuously disseminate information on the SDGs through exhibitions and other means, and collect related materials.

List of deliberations of FY2023 by library steering committee

	Month	Contents
1	Apr.	Announcement of 【CAS SciFinder Workshop】
2		Continuation of the Library Research Committee of Railway Technology Material
3	May	Publication of the fifth issue of the Library Annual Report
4		Book Garden (Book Selection Event)
5	Jun.	Japan Library Association, "Library Survey"
6		JUSTICE Contract Status Survey for FY2023
7		Publication of the library newsletter "OH! MY LIB CAFE No.47"
8	Aug.	Conducting of FY2023 Library Satisfaction Survey
9	Dec.	Aggregation of FY2023 Library Satisfaction Survey
10	Jan.	Revision of library-related regulations and Prize for Best Reader FY2023
11		Issuing library cards for graduates