



**Duke University School of Medicine**

**Library Space Planning Committee**

## **Appendix F**

### **Future Library Space Needs**

## Library Space Needs

Collection, Staff, Space

## User Spaces

- ◆ History of Medicine 1,314 sf
- ◆ First & second stack carrels 2,025 sf
  
- ◆ Computer and other user spaces 5,674
  - Could be reconfigured
  - Must continue to think about seating needs

## Collections on Main/Mezzanine

- ◆ AV/Indexes/Current Serials 1,000 sf
  - Eliminate shelving by half
  - Move indexes to storage
  - Current serials decreasing
- ◆ Reference Collection 900 sf
  - Reduce slightly – but no significant gain
- ◆ History of Medicine 1,314 sf

## Collection – Linear Feet

- ◆ Journals 16,816 Linear feet
  - 1970-1979 3,845
  - 1980-present 11,792
  - 10% growth/separation 1,179
- ◆ Books (30% to storage) 5,571 Linear
- ◆ Total 26,232 Linear feet

## Current Linear Feet by Floor

- ◆ Second stack 21,708
  - Left side 10,872; Right 10,836
- ◆ First stack 18,357
  - Left 7,959; Right 10,398
- ◆ **Relocate collection to Second Stack**
  - Keep only 25 years on shelf
  - Move all theses, abstracts to storage
  - Move open access titles to storage

## Other Spaces

- ◆ Service desk 695 sf
- ◆ Computer/data 220 sf
- ◆ Storage/Shipping/Receiving 968 sf

## Staff Space

- ◆ Office space the same 7,151 sf
- ◆ CME space continues? 526 sf
- ◆ Conference rooms 531 sf
- ◆ Staff Lounge (shared) 689 sf
  
- ◆ Assumption – staff stays in place

## Reconfigure User Spaces

- ◆ **5,674 sf**
- ◆ Multimedia area 720sf
- ◆ Electronic classroom 904 sf
- ◆ Reading rm/cyber café, computers
  - 1,121 sf\*
- ◆ Mezzanine av, computers, seating
  - 2,929 sf

## Vacant Collection spaces

- ◆ **13,063** sf
- ◆ Index/AV collection 1,300 sf
- ◆ First stack level 11,763 sf

## Total Space for Reconsideration

- ◆ 18,737 sf
- ◆ Does not include public spaces
  - Lobbies, elevators, corridors, restrooms

<b>Medical Center Library</b>		<i>Updated: 03/2005</i>	
<b>FUTURE NEEDS</b>		<b>Facilities Usage and Square Footage</b>	
	<b>By Area</b>	<b>Total</b>	<b>Percent Net Assignable Space</b>
<b>User Space</b> -- includes study carrels, reading rooms, computer areas			
History of Medicine Collections -- Lower Level		1,314	
First Stack Level Carrels		725	<i>Note: additional study space included</i>
Second Stack Carrels		1,300	<i>in collection figures for stack levels</i>
	<b>User Space Total:</b>	<b>3,339</b>	<b>6.64%</b>
<b>Collection/Stacks</b> -- includes copiers, and study and leisure reading space around stacks			
History of Medicine Collections -- Lower Level		2,168	
Current Serials and Index Collection		1,000	
Reference & reserves main level		900	
Second Stack Level -- Journals and Theses		13,161	
	<b>Collection Total:</b>	<b>17,229</b>	<b>34.28%</b>
<b>Service areas</b>			
Library Service Desk -- combines Circulation and Reference		695	
	<b>Service Areas Total:</b>	<b>695</b>	<b>1.38%</b>
<b>Computer/data processing</b>			
Server and equipment rooms		220	<b>0.44%</b>
<b>Storage/Shipping and Receiving -- Ground level</b>			
		<b>968</b>	<b>1.93%</b>
<b>Offices</b>			
History of Medicine Collections -- Lower Level		793	<i>includes Halon</i>
Administration -- Lower Level		1,412	
IT Services/MLEC -- Lower Level		461	<i>includes storage closet</i>
Public and Technical Services -- Main Level		3,384	
Systems/Marketing/Archives/Etc. -- First Stack Level		855	<i>includes storage closet</i>
CME Offices -- Second Stack Level		246	
	<b>Offices Total:</b>	<b>7,151</b>	<b>14.23%</b>
<b>General Staff Space</b> -- shared with other Mudd Bldg tenants			
Lounge, Rest Rooms, Sick Room, etc. -- Lower Level		689	<b>1.37%</b>
<b>Conference Rooms (2)</b> -- Rooms 418 and 417			
		<b>531</b>	<b>1.06%</b>
	<b>Subtotal</b>	<b>31,517</b>	<b>62.72%</b>
<b>User Spaces NEEDED, but could be reconfigured</b>			
Medical Library Education Ctr. -- Multimedia/Help Desk		720	
Medical Library Education Ctr. --Electronic classroom		904	
Reading Room/Cybercafe -- Main Level		1,121	<i>includes computers</i>
Mezzanine level -- computers, AV equip, seating		2,929	
		<b>5,674</b>	<b>11.29%</b>
<b>Space available</b>			
Indexes/Avs		1,300	
First Stack Level -- Books and Journals		11,763	
	<b>Subtotal</b>	<b>13,063</b>	<b>25.99%</b>
		<b>18,737</b>	<b>37.28%</b>
		<b>50,254</b>	

**DISCLAIMERS**  
**Allows for 25 years back volumes or less**  
**30 to 40% of Book collection stored**  
**All current computer areas and most of general user spaces included**  
**in available spaces**

filename: future space needs 2005.xls

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