Group Study Rooms (GSR)

Group Study Rooms are devoted to the creation and exchange of ideas. They consist of both physical spaces and user services that support innovative teaching and learning.

The Callahan Library Group Study Rooms are reserved through our online reservation system. Individuals with disabilities requiring assistance with the system should contact the Reference Desk at 631-687-2632 or 2639.

User Policy

Using the GSR

- GSR may be used by current SJC students, faculty, and staff. A valid SJC ID is required.
- Check-in at the Circulation desk is required. Please present your reservation confirmation email upon check in. Note that the confirmation email displayed on a mobile device is acceptable – no need to print the email.
- The maximum reservation period is one hour per group. Patron(s) can only reserve one room at a time.
- Reservation is required. All GSR reservations should be made on the online reservation system.
- A reservation is considered forfeited after a fifteen minute grace-period.
- No back-to-back reservations are allowed. If the patron(s) need more time in the GSR, contact the Library staff and they will determine if extended time is available.
- An individual can use the GSR but the priority will be given to group use.
- Priority for certain rooms will be given to groups using the technology equipment for their intended purpose such as group presentation and media viewing.

Supplies (Available at the Circulation Desk)

- Dry-erase markers (Please only use the markers/erasers provided at the Circulation Desk). Student must leave SJC ID card at Circulation desk until supplies are returned.

Rules

- Absolutely no food allowed (beverages must be covered).
- Please do not leave any valuables unattended. The Library is not responsible for lost or stolen items.
- Any materials left in the GSR will be removed and any library books/materials will be returned to the stacks.

Before exiting the room, please make sure...

- All work is erased from the whiteboard wall by a provided eraser.
- Markers/erasers are returned to the Circulation Desk.
- All electronic devices (i.e., TV screen) are turned off, including the room lights.
- The chairs are pushed in, and everything is in a condition as when you came in.

Any violation of the above policies will result in reservation forfeiture and suspension from GSR use.

Thank you for your cooperation in keeping the GSR clean for everyone!

Please note that schedules are subject to change without notice.

12/4/2015