The Lending Cupboard at UNCG University Libraries: A Pilot Project

Melody Rood, Joshua Olsen, Rachel Olsen, Lois Vinson, Amy Harris Houk

Background

- UNCG has robust study abroad and exchange programs
- An international student on a tour asked if UNCG had a Lending Cupboard (we did not)
- A small group of interested library employees decided to apply for a Bright Ideas grant from the State Library of NC
- We received the grant, did our research (thanks to our colleagues at Clarkson University) and went shopping
- Piloted the Lending Cupboard in Spring 2023 because there were fewer new exchange students and we could get a sense of what the most popular items were

Student Success

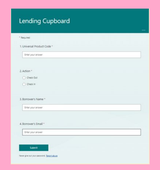
- Exchange students often have to make one-time purchases of household items they cannot take home
- Other financial burdens include lack of transportation to buy necessary household items, limited work opportunities, and high exchange rates
- UNCG Libraries used their connection with the International Programs Center (IPC)
- Student Success Librarian worked with the Assistant Director of Study Abroad and Exchanges to brainstorm ideas for the Lending Cupboard
- IPC formerly hosted an exchange Pop Up Shop but found it unsustainable due to lack of space, so the Lending Cupboard offered a solution

Logistics

The International Programs Center (IPC) tells students when the Lending Cupboard will be open. Students register to use the service online. When they're ready, they come to the reference desk in the library. We created our own check out and check in systems using Microsoft 365.

Check Out/In Workflow

- Lending Cupboard Form
  - Scan Item Barcode
  - Select Check Out or In Action
  - Complete Borrower Information
- MS Power Automate
  - Form Submission Trigger
  - Map Response
  - Update Inventory App and Public Availability Spreadsheets
  - Notify on Failure.



	A	B	C	D	E	F	G	H
1	Item Name	Shelf Number	Barcode #	Status	Borrower	UNCG Email	Date	Due
2	Alarm Clock	1	305102565884	Available				
3	Baking Pan Set (Nutriche?)	11	305102565400	Available				
4	Bissell Vacuum A	2	305102565700?	Checked Out	[redacted]		1/4/2023 18:10	End of Spring Term
5	Bissell Vacuum B	2	305102567500	Checked Out			1/4/2023 17:18	End of Spring Term
6	Bissell Vacuum C	2	305102567127?	Available				
7	Bissell Vacuum D	2	305102567131	Available				
8	Blender	12	305102565752+	Available				
9	Blue Flashlight	7	305102565435	Available				
10	Bowl Set A	10	305102565493	Checked Out	[redacted]		1/4/2023 14:14	End of Spring Term
11	Bowl Set B	10	305102565431	Checked Out			1/4/2023 17:21	End of Spring Term
12	Bowl Set C	10	305102565370	Checked Out			1/4/2023 18:15	End of Spring Term
13	Broom and Dustpan Set	5	305102565376	Checked Out			1/4/2023 17:03	End of Spring Term
14	Can Opener	8	305102565785	Checked Out			1/4/2023 18:23	End of Spring Term
15	Cleaning Supply Set A	6	305102565673	Checked Out			1/4/2023 17:20	End of Spring Term
16	Clear Cup Set A	9	305102565853	Checked Out			1/4/2023 14:09	End of Spring Term
17	Clear Cup Set B	9	305102565796	Checked Out			1/4/2023 18:23	End of Spring Term
18	Clear Cup Set C	9	305102565730	Available				

Future Directions

- The Lending Cupboard has proven to be a significant success:
  - As of September 2023, 69.5% of 141 items are checked out
- We will continue to monitor usage to determine specific demands and circulation trends
- Future plans include developing and conducting formal assessment, as well as exploring expansion opportunities
- Visit the link or use the QR code below for more details on the Lending Cupboard project

uncg.libguides.com/lendingcupboard

UNC GREENSBORO University Libraries